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ABSTRACT

Over 600 resumes of instructional materials for trade and industrial education which have appeared in "Abstracts of Instructional and Research Materials in Vocational and Technical Education" (AIM/ARM) between 1972 and 1975 are presented in this compilation. The resumes cover a broad range of fields and occupations and include the following information: Author(s), title, institutional source, sponsoring agency, availability, publication date, number of pages, subject terms which characterize the contents of the document, and a document abstract. Author, subject, and VT-ED (ERIC document) number cross reference indexes are provided. (RG)

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TRADE AND INDUSTRIAL EDUCATION INSTRUCTIONAL MATERIALS

from

Abstracts of Instructional and Research Materials in Vocational and Technical Education
1972-1975

compiled by
Jerome T. Kapes

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EDUCATION & WELFARE
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The Ohio State University
1960 Kenny Road
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1976

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FOREWORD

Instructional materials specific to the field of trade and industrial education have been compiled for this publication. These items, in the form of abstracts, are selections from Abstracts of Instructional and Research Materials in Vocational and Technical Education (AIM/ARM). This is the second edition of this series and it presents abstracts which have appeared in AIM/ARM since 1972. The first edition is available in the ERIC microfiche collection as ED 062 572.

Other publications in this series include compilations of abstracts of instructional materials for agricultural education, business and office education, distributive education, health occupations education, home economics education, and industrial arts education. Administrators, teachers and others may use this publication to identify and obtain instructional materials for use in trade and industrial education programs. Researchers and curriculum developers may use this publication as the baseline on which to develop new materials.

Members of the profession are encouraged to forward instructional materials for possible inclusion in future issues of AIM/ARM. We are indebted to our colleagues in trade and industrial education for providing us instructional materials for past issues of AIM/ARM. We also appreciate the contributions of instructional materials laboratories, curriculum management centers, research coordinating units, local school systems and professional associations.

The profession is indebted to Jerome T. Kapes of Temple University who compiled this publication. He exercised his judgment in selecting materials from AIM/ARM which would be useful in trade and industrial education programs.

We hope that this publication will prove valuable to you in your educational endeavors.

Robert E. Taylor
Director
The Center for Vocational
Education

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SAMPLE ABSTRACT

Accession number sequentially assigned to documents as they are processed.

VT 100 000

Author(s).

RICHARDS, F.L.

OUTLINES OF COURSES IN ORNAMENTAL HORTICULTURE.

Title.

PENNSYLVANIA STATE UNIVERSITY, UNIVERSITY PARK.
DEPARTMENT OF AGRICULTURAL EDUCATION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
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Date published and number of pages.

PUB DATE - 71 56P.

Descriptors—subject terms characterizing substantive contents. Major terms preceded by asterisk.

DESCRIPTORS - *AGRICULTURAL EDUCATION; *CURRICULUM GUIDES; *ORNAMENTAL HORTICULTURE; HIGH SCHOOLS; *POST SECONDARY EDUCATION; LANDSCAPING; NURSERIES (HORTICULTURE); TURF MANAGEMENT; *TECHNICAL EDUCATION
IDENTIFIERS - *PENNSYLVANIA

Identifiers—terms not found in the Thesaurus of ERIC Descriptors.

Informative condensation of document content.

ABSTRACT - INTENDED TO SUGGEST SUBJECT MATTER CONTENT OF COURSES OR PROGRAMS IN ORNAMENTAL HORTICULTURE FOR HIGH SCHOOL AND POST-SECONDARY VOCATIONAL-TECHNICAL PROGRAMS, THIS CURRICULUM GUIDE WAS PREPARED BY STAFF MEMBERS OF THE AGRICULTURAL EDUCATION DEPARTMENT AT THE PENNSYLVANIA STATE UNIVERSITY AND TESTED IN A WORKSHOP WITH VOCATIONAL AGRICULTURE TEACHERS. CONTENTS ARE: (1) OUTLINES OF COURSES IN ORNAMENTAL HORTICULTURE, (2) ORNAMENTAL HORTICULTURE PROGRAMS FOR GRADES 10, 11, AND 12, (3) NURSERY PRODUCTION . . . THE CONTENT IS PRESENTED IN OUTLINE FORM UNDER EACH TOPIC AND IS APPLICABLE TO THE UNITED STATES AND LOWER CANADA. (GB)

Abstractor's initials.

USING THIS PUBLICATION

Instructional materials for trade and industrial education that have appeared in Abstracts of Instructional and Research Materials in Vocational and Technical Education (AIM/ARM) between 1972 and 1975 are presented in this single volume for your convenience.

An abstract presents information about a document's content to help you to decide if you want to read the full text of the document. It also provides information about the document's author, source, and availability. Abstracts are arranged in ascending VT-number order. A sample abstract is explained in detail.

The indexes help you to locate page numbers and VT numbers of abstracts by subject and author. Index terms used in the subject index are ERIC descriptors and additional identifiers. Author and institution names appear in the author index.

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ABSTRACTS

VT 004 412
ANDERSON, OLIVER, AND OTHERS
AUTOMATIC CONTROLS, AN INSTRUCTOR'S GUIDE.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO.
MF AVAILABLE IN VT-ERIC SET.
TEC ED-CURR-DEV-SER-6
CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, ORDER SECTION, ROOM 551, SACRAMENTO, CALIF. 95814 ($2.00)
PUB DATE - 62 241P.

DESCRIPTORS - *ELECTRONIC CONTROL; *NUMERICAL CONTROL; *CLIMATE CONTROL; *VOCATIONAL EDUCATION; *MECHANICAL EQUIPMENT; AUTOMATION; JUNIOR COLLEGES; RESOURCE GUIDES; TEACHING GUIDES; LESSON PLANS; TESTS; AUDIOVISUAL AIDS; BIBLIOGRAPHIES; GLOSSARIES; ELECTRIC CIRCUITS; HYDRAULICS

ABSTRACT - DEVELOPED IN COOPERATION WITH THE UNIVERSITY OF CALIFORNIA, LOS ANGELES, THIS DOCUMENT RESULTED FROM A PROJECT FINANCED BY TITLE VIII OF THE NATIONAL DEFENSE EDUCATION ACT OF 1958. THIS INSTRUCTOR'S GUIDE IS INTENDED FOR USE IN TRAINING PROGRAMS ON THE JUNIOR COLLEGE LEVEL, AND IS DESIGNED TO COVER AN 18-WEEK PERIOD AT THE RATE OF THREE HOURS PER WEEK. SPECIFIC OBJECTIVES OF THE COURSE ARE TO DEVELOP AN APPRECIATION OF THE INFORMATION SOURCES AVAILABLE, TO BECOME FAMILIAR WITH THE CHARACTERISTICS OF MANY COMPONENTS, AND TO DEVELOP AN UNDERSTANDING OF THE BASIC NOMENCLATURE AND PRINCIPLES OF AUTOMATIC CONTROL. TOPICS FOR THE 18 SESSIONS INCLUDE: (1) AMPLIFIERS, (2) NETWORKS, (3) ACTUATORS, (4) CONTROL ELEMENTS, (5) SENSORS, (6) MONITORS, (7) TROUBLE SHOOTING, AND (8) NUMERICAL CONTROL. EACH UNIT CONTAINS A PLAN OF INSTRUCTION, A RESOURCE UNIT, A TEST, AND TEST ANSWERS. A GLOSSARY, BIBLIOGRAPHY, LIST OF PERIODICALS AVAILABLE, AND SUGGESTED AUDIO-VISUAL TRAINING AIDS ARE INCLUDED. (GEB)|

VT 005 843
JENSEN, MAX
A SERIES OF LESSONS FOR HIGHWAY ENGINEERING TECHNICIANS. PART I--MATHEMATICS AND SURVEYING FUNDAMENTALS.

IDAHO STATE BOARD FOR VOCATIONAL EDUCATION, BOISE.
MF AVAILABLE IN VT-ERIC SET.
IDAHO VO. ED. 47
PUB DATE - ND 51P.

DESCRIPTORS - *LESSON PLANS; *TRADE AND INDUSTRIAL EDUCATION; *CIVIL ENGINEERING; *ENGINEERING TECHNICIANS; TECHNICAL OCCUPATIONS; TECHNICAL EDUCATION; ENGINEERING TECHNOLOGY; SUBPROFESSIONALS; *HIGHWAY ENGINEERING AIDES; MATHEMATICS; TESTS; CURRICULUM GUIDES

ABSTRACT - PREPARED BY A HIGHWAY ENGINEERING TECHNICIAN INSTRUCTOR, THIS GUIDE IS THE FIRST IN A THREE-PART SERIES DESIGNED TO AID INSTRUCTORS IN PLANNING AND PRESENTING EXTENSION CLASSES FOR HIGHWAY AND CIVIL ENGINEERING TECHNICIANS. THE CONTENTS CONSIST OF THREE SECTIONS, INCLUDING 24 LESSONS ON MATHEMATICS AND SURVEYING FUNDAMENTALS WITH EACH LESSON PROVIDING A PRESENTATION, DISCUSSION, AND PROBLEMS. THE FIRST SECTION, WITH TWELVE 3-HOUR LESSONS, IS CONCERNED WITH THE FUNDAMENTALS OF ALGEBRA, SPECIAL PRODUCTS AND FACTORING, FRACTIONS, LINEAR EQUATIONS, SQUARE ROOTS, TRIGONOMETRIC FUNCTIONS, HEIGHTS AND DISTANCES, RECTILINEAR FIGURES, AND FUNDAMENTAL RELATIONSHIPS. THE SECOND SECTION, ALSO WITH TWELVE 3-HOUR LESSONS, IS CONCERNED WITH LOGARITHMS, LAW OF SINES AND COSINES, BEARINGS AND DISTANCES, CLOSED AREAS, CURVES, AND MASS DIAGRAMS. A TEST FOR BOTH SECTIONS IS INCLUDED, AND THE DOCUMENT IS ILLUSTRATED WITH SOME LINE DRAWINGS. PARTS II AND III OF THIS SERIES ARE AVAILABLE AS VT 005 844 AND VT 005 845, BOTH IN THIS ISSUE. (GEB)|

VT 005 844

DICK, JERALD R.
A SERIES OF LESSONS FOR HIGHWAY ENGINEERING TECHNICIANS. PART II--PHYSICS AND ADVANCED SURVEYING.

IDAHO STATE BOARD FOR VOCATIONAL EDUCATION, BOISE.
MF AVAILABLE IN VT-ERIC SET.
IDAHO VOC. ED. 47
PUB DATE - ND 84P.

DESCRIPTORS - *LESSON PLANS; *TRADE AND INDUSTRIAL EDUCATION; *CIVIL ENGINEERING; *ENGINEERING TECHNICIANS; TECHNICAL OCCUPATIONS; TECHNICAL EDUCATION; ENGINEERING TECHNOLOGY; SUBPROFESSIONALS; *HIGHWAY ENGINEERING AIDES; PHYSICS; SURVEYS; TESTS; CURRICULUM GUIDES

ABSTRACT - PREPARED BY A HIGHWAY ENGINEERING TECHNICIAN INSTRUCTOR, THIS GUIDE IS THE SECOND IN A THREE-PART SERIES DESIGNED TO AID INSTRUCTORS IN PLANNING AND PRESENTING EXTENSION CLASSES FOR HIGHWAY AND CIVIL ENGINEERING TECHNICIANS. THE CONTENTS CONSIST OF TWO SECTIONS, EACH WITH 12 LESSONS, CONCERNING PHYSICS AND ADVANCED SURVEYING. THE FIRST SECTION CONCERNS SLIDE RULE USAGE, VECTORS, PARALLEL AND NON-PARALLEL FORCES, FORCE, ENERGY, MOTION, POWER AND FRICTION, ELASTICITY, AND LIQUIDS. THE SECOND SECTION CONCERNS THE MEASUREMENT OF DISTANCES, PROFILE LEVELING, EARTHWORK CALCULATIONS, MASS DIAGRAMS, MEASUREMENT OF ANGLES AND DIRECTIONS, LAND AREAS, TRANSIT-TAPE SURVEYS, LAND SURVEYS, FIELD ASTRONOMY, CURVES, AND PRINCIPLES OF THE STADIA. THREE TESTS ARE INCLUDED AND THIS DOCUMENT IS ILLUSTRATED WITH SOME LINE DRAWINGS. PARTS I AND III OF THIS SERIES ARE AVAILABLE AS VT 005 843 AND VT 005 845, RESPECTIVELY, BOTH IN THIS ISSUE. (GEB)|

T 005 845
A SERIES OF LESSONS FOR HIGHWAY ENGINEERING TECHNICIANS. PART III--MECHANICS OF MATERIALS, MATERIALS TESTING AND HYDRAULICS.

IDAHO STATE BOARD FOR VOCATIONAL EDUCATION, BOISE.
MF AVAILABLE IN VT-ERIC SET.
IDAHO VO. ED. 47
PUB DATE - ND 71P.

DESCRIPTORS - *LESSON PLANS; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CIVIL ENGINEERING; *ENGINEERING TECHNICIANS; TECHNICAL OCCUPATIONS; TECHNICAL EDUCATION; ENGINEERING TECHNOLOGY; SUBPROFESSIONALS; *HIGHWAY ENGINEERING AIDES

ABSTRACT - PREPARED BY A HIGHWAY ENGINEERING TECHNICIAN INSTRUCTOR, THIS GUIDE IS THE THIRD OF A THREE-PART SERIES DESIGNED TO AID INSTRUCTORS IN PLANNING AND PRESENTING EXTENSION CLASSES FOR HIGHWAY AND CIVIL ENGINEERING TECHNICIANS. CONTENTS CONSIST OF THREE SECTIONS, INCLUDING 22 LESSONS ON BASIC MECHANICS OF MATERIALS, MATERIALS TESTING, AND HYDRAULICS, WITH LESSONS PROVIDING OBJECTIVES, DISCUSSION TOPICS, FORMULAS, AND PROBLEMS. THE FIRST SECTION, WITH NINE CLASS PERIODS AND A SEMESTER TEST, IS CONCERNED WITH THE MECHANICS OF MATERIALS PHASE, AND COVERS BASIC TYPES OF STRESS AND STRAIN AND MODULES OF ELASTICITY OF STRUCTURAL MEMBERS; THE SECOND, WITH SIX CLASS PERIODS, DEALS WITH TESTING VARIOUS TYPES OF MATERIALS USED IN HIGHWAY ENGINEERING WORK; AND THE THIRD INCLUDES SIX LESSONS AND A FINAL EXAMINATION, AND COVERS THE FUNDAMENTAL PRINCIPLES OF HYDRAULICS. A BIBLIOGRAPHY OF REFERENCES USED IN THIS SERIES OF LESSONS IS INCLUDED, AND THE DOCUMENT IS ILLUSTRATED WITH NUMEROUS LINE DRAWINGS AND DIAGRAMS. PARTS I AND II OF THIS SERIES ARE AVAILABLE AS VT 005 843 AND VT 005 844, RESPECTIVELY, BOTH IN THIS ISSUE. (AW)|

VT 010 770
AUTOMOTIVE SERVICE OCCUPATIONS: A SUGGESTED OUTLINE OF SERVICES AND LEVELS FOR THE AUTOMOTIVE INDUSTRIES OCCUPATIONS.

NEW YORK STATE EDUCATION DEPT., ALBANY. CURRICULUM DEVELOPMENT CENTER.
MF AVAILABLE IN VT-ERIC SET.
PUBLICATIONS DISTRIBUTION UNIT, THE STATE EDUCATION DEPARTMENT, ALBANY, NEW YORK 12224 ($.75)
PUB DATE - 68 57P.

DESCRIPTORS - *AUTO MECHANICS (OCCUPATION); TRADE AND INDUSTRIAL EDUCATION; AUTO MECHANICS; MECHANICS (PROCESS); POWER MECHANICS; MOTOR VEHICLES; *CURRICULUM GUIDES; *COURSE CONTENT
IDENTIFIERS - *AUTOMOTIVE SERVICE OCCUPATIONS

ABSTRACT - TRADE TEACHERS WORKING TOGETHER IN WORKSHOPS DEVELOPED AN OCCUPATIONAL ANALYSIS CHART FOR AUTOMOTIVE SERVICES, FIRST LISTING BASIC JOBS, AND IN SEPARATE COLUMNS, LISTING JOBS REQUIRING ADDITIONAL EXPERIENCE OR TRAINING. FROM THIS CHART, THE SUGGESTED OUTLINE OF SERVICES WAS DEVELOPED AS A TEACHING GUIDE FOR VOCATIONAL TEACHER USE IN DEVELOPING PROGRAMS TO TRAIN STUDENTS IN GENERAL MAINTENANCE AND REPAIR OF AUTOMOBILE SYSTEMS OR PARTS. THE OUTLINE INCLUDES: (1) THE SYSTEMS IN AN AUTOMOBILE GROUPED INTO SERVICE STATION, POWER PLANT, OR CHASSIS SERVICES, AND LISTED ACCORDING TO LEVEL OF COMPLEXITY, (2) THE TASKS INVOLVED IN SERVICING THESE SYSTEMS, (3) KNOWLEDGE OR CONCEPTS NEEDED TO PERFORM THE TASKS, AND (4) SUGGESTIONS FOR TEACHING THESE CONCEPTS. THE MATERIAL CAN BE COVERED IN 2 YEARS, USING 3 CLASSROOM PERIODS EACH DAY. (DM)|

VT 010 805
ABC'S OF HAND TOOLS; THEIR CORRECT USAGE AND CARE.

GENERAL MOTORS CORP., DETROIT, MICH.
DOCUMENT NOT AVAILABLE FROM EDRS.
PUBLIC RELATIONS STAFF, GENERAL MOTORS CORPORATION, GENERAL MOTORS BUILDING, DETROIT, MICHIGAN 48202.
PUB DATE - 45 51P.

DESCRIPTORS - *HAND TOOLS; *INDUSTRIAL ARTS; LABORATORY SAFETY; TECHNICAL ILLUSTRATIONS

ABSTRACT - ORIGINALLY PREPARED FOR USE AS A TRAINING MANUAL FOR MECHANICS IN THE UNITED STATES ARMED FORCES, THIS PUBLICATION MAY BE HELPFUL ALSO TO THE CIVILIAN MECHANIC, HIGH SCHOOL STUDENT OR AMATEUR REPAIRMAN. THE PAMPHLET INCLUDES INFORMATION ABOUT THE PROPER USE OF THE FOLLOWING HAND TOOLS: SCREWDRIVERS, MACHINIST HAMMERS, PLIERS, WRENCHES, CHISELS, PUNCHES, FILES, HACKSAWS, FEELER GAGES, STEEL RULES, MICROMETERS, SCREW EXTRACTORS, AND CARPENTER'S TOOLS. IN ADDITION, AN EXPLANATION IS GIVEN OF ENGLISH AND METRIC MEASURING UNITS. ILLUSTRATIONS OF TOOLS, AND CARTOONS SHOWING THE EFFECTS OF USING TOOLS THE WRONG WAY EXPAND UPON THE TEXT. A GLOSSARY OF HAND TOOLS IS GIVEN. (GR)|

VT 011 024
SUGGESTED SYLLABUS IN TECHNICAL SUBJECTS, INSTRUMENTATION, AND CONTROL SYSTEMS.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF SECONDARY CURRICULUM DEVELOPMENT.
MF AVAILABLE IN VT-ERIC SET.
THE PUBLICATIONS DISTRIBUTION UNIT, STATE EDUCATION DEPARTMENT, ALBANY, NEW YORK 12224.
PUB DATE - 70 51P.

DESCRIPTORS - *CURRICULUM GUIDES; *TECHNICAL EDUCATION; *INSTRUMENTATION; *INSTRUMENTATION TECHNICIANS; TECHNICAL OCCUPATIONS; SECONDARY GRADES

ABSTRACT - PREPARED BY A COMMITTEE OF EXPERIENCED TECHNICAL INSTRUMENTATION TEACHERS, THIS CURRICULUM IN INSTRUMENTATION AND CONTROL SYSTEMS IS DESIGNED AS A 2- OR 3-YEAR HIGH SCHOOL PROGRAM TO PREPARE STUDENTS FOR ENTRANCE INTO INDUSTRY AS INSTRUMENTATION TECHNICIANS, OR FOR CONTINUED EDUCATION ON AN ADVANCED LEVEL IN A TECHNICAL INSTITUTE, JUNIOR, OR 4-

YEAR COLLEGE PROGRAM. CONTENTS INCLUDE BRIEF INTRODUCTORY MATERIAL, REGENTS ENDORSEMENT REQUIREMENTS, TEACHER INFORMATION, SUGGESTED CURRICULUM SCHEDULE, COURSE DESCRIPTIONS, AND TOPICAL OUTLINES FOR: (1) INSTRUMENTATION, (2) INSTRUMENTATION DRAWING, (3) INSTRUMENTATION CHEMISTRY, (4) INSTRUMENTATION MATHEMATICS, AND (5) INSTRUMENTATION PHYSICS. A BIBLIOGRAPHY AND PUBLISHER ADDRESS LIST ARE ALSO PROVIDED. THE MATERIAL COVERED REPRESENTS THE MINIMUM CONTENT TO BE TAUGHT AND CONSTITUTE THE SCOPE OF THE NEW YORK STATE COMPREHENSIVE TECHNICAL EDUCATION. (AW)|

VT 011 070
SYLLABUS OF RELATED TRAINING FOR APPRENTICES (FOUR YEARS): TOOLMAKER, DIEMAKER, MOLDMAKER, AND MACHINIST.

NATIONAL TOOL, DIE, AND PRECISION MACHINING ASSOCIATION, WASHINGTON, D.C. CURRICULUM SUB-COMMITTEE.
DOCUMENT NOT AVAILABLE FROM EDRS.
THE NATIONAL TOOL, DIE AND PRECISION MACHINING ASSOCIATION, 1411 K STREET, N.W., WASHINGTON, D.C. 20005 ($9.95).
PUB DATE - 69 256P.

DESCRIPTORS - *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; TOOL AND DIE MAKERS; MACHINISTS
IDENTIFIERS - *RELATED TRAINING

ABSTRACT - DEVELOPED BY THE CURRICULUM SUB-COMMITTEE OF THE APPRENTICESHIP AND TRAINING COMMITTEE, THIS GUIDE CONTAINS A 4-YEAR SYLLABUS FOR TOOLMAKER, DIEMAKER, MOLDMAKER, AND MACHINIST PROGRAMS WHICH SHOULD BE USEFUL TO THE SHOP OWNER, INSTRUCTOR, OR VOCATIONAL OR TECHNICAL SCHOOL DIRECTOR IN PLANNING AN UP-TO-DATE APPRENTICESHIP TRAINING PROGRAM. THE CURRICULUM HAS BEEN DEVELOPED ON THE BASIS OF TOOL AND DIE APPRENTICESHIP STANDARDS AS ESTABLISHED BY THE APPRENTICESHIP AND TRAINING COMMITTEE OF THE NATIONAL TOOL, DIE AND PRECISION MACHINING ASSOCIATION, AND INCORPORATES CERTAIN RECOMMENDATIONS AND GUIDELINES AS A RESULT OF CHANGES IN EQUIPMENT AND OF MODERNIZING INDUSTRIAL PRACTICES. THE 4-YEAR CURRICULUM IS OUTLINED IN ADDITION TO INDIVIDUAL SEMESTER OUTLINES, EACH GIVING: (1) A LIST OF ITEMS FOR PRIOR PREPARATION BY INSTRUCTOR, (2) TEXT AND REFERENCE MATERIALS, AND (3) INDIVIDUAL SESSION OUTLINES WHICH INCLUDE HOME WORK ASSIGNMENTS. (GR)|

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DESCRIPTORS - COURSE CONTENT; *UNITS OF STUDY (SUBJECT FIELDS); BUILDING TRADES; *THERMAL ENVIRONMENT; *SALES WORKERS; MERCHANDISE INFORMATION; *CALCULATION; STATISTICAL DATA; *TEACHING GUIDES
IDENTIFIERS - LENNOX EDUCATIONAL DIVISION; *RESIDENTIAL LOAD CALCULATION

ABSTRACT - THIS MANUAL IS FOR TEACHER USE IN PLANNING A TRAINING PROGRAM TO PREPARE SALESMEN FOR WARM AIR DEALERS OR CONTRACTORS TO CALCULATE HEAT GAIN AND LOSS OF A RESIDENTIAL STRUCTURE. DEVELOPED BY THE LENNOX EDUCATIONAL DIVISION AND TESTED IN OVER 25 CLASSES DURING ONE YEAR, THE MATERIAL COVERS APPROXIMATELY 25 HOURS. THE DOCUMENT CONTAINS LINE DRAWINGS AND LOAD CALCULATION COMPUTATION CHARTS. SUPPLEMENTAL MATERIALS NEEDED ARE PSYCHROMETRIC CHARTS, LOAD CALCULATION FORMS AND WORK SHEETS. RELATED DOCUMENTS ARE AVAILABLE AS VT 011 046 AND VT 011 047 (BOTH IN THIS ISSUE). (GR)|

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MARSHALLTOWN, IOWA.
DOCUMENT NOT AVAILABLE FROM EDRS.
LENNOX INDUSTRIES, INC.,
EDUCATIONAL DIVISION, P.O. BOX 250,
MARSHALLTOWN, IOWA 50158.
PUB DATE - 68 71P.

DESCRIPTORS - TRADE AND INDUSTRIAL EDUCATION; *CALCULATION; BUILDING TRADES; *THERMAL ENVIRONMENT; *STATISTICAL DATA; *TABLES (DATA)
IDENTIFIERS - LENNOX EDUCATIONAL DIVISION; *LOAD FACTORS

ABSTRACT - THIS MANUAL, CONTAINING UP-TO-DATE TABLES FOR FIGURING BOTH HEAT GAIN AND HEAT LOSS, SERVES AS A SIMPLIFIED AND PRACTICAL SOURCE FOR THE FACTORS REQUIRED IN NORMAL LOAD CALCULATIONS. IT IS SUGGESTED THAT WHERE THERE IS UNUSUAL CONSTRUCTION, SPECIFIC DESIGN REQUIREMENTS, SPECIAL CODES OR A REQUIREMENT FOR EXTREME ACCURACY, ONE SHOULD REFER TO LOCAL CODES. THE FOUR SECTIONS IN THE MANUAL ARE: (1) GENERAL DESIGN CONDITIONS IN THE UNITED STATES AND CANADA, (2) HEAT LOSS TABLES, (3) RESIDENTIAL HEAT GAIN TABLES, AND ( ) COMMERCIAL HEAT GAIN TABLES. ALL OF THE TABLES MAY BE USED IN CONJUNCTION WITH THE LENNOX HEATING AND COOLING DATA SHEETS. RELATED DOCUMENTS ARE AVAILABLE AS VT 011 045 AND VT 011 047 (BOTH IN THIS ISSUE). (AUTHOR/GR)|

VT 011 153
THE WORLD OF ELECTRICITY AND ELECTRONICS; INTRODUCTION AND PARTS I-V.

MICHIGAN BELL TELEPHONE CO.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN69 358P.

DESCRIPTORS - *ELECTRICITY; *ELECTRONICS; *PROGRAMED INSTRUCTION; TEACHING METHODS; AUTO INSTRUCTIONAL AIDS; *PROGRAMED MATERIALS; *INDUSTRIAL ARTS; COURSE DESCRIPTIONS; TRADE AND INDUSTRIAL EDUCATION; ELECTRONIC TECHNICIANS

ABSTRACT - DEVELOPED BY THE MICHIGAN BELL TELEPHONE COMPANY, THIS FIVE-PART PROGRAMED SELF-INSTRUCTION COURSE ON ELECTRICITY AND ELECTRONICS DEFINES ELECTRICITY AND ELECTRONICS AND SHOWS HOW ELECTRICITY BEHAVES WHEN IT IS PUT TO WORK. THE PARTS, EACH INCLUDING SEVERAL PRESENTATIONS WITH CORRESPONDING EXERCISES AND SELF-QUIZES, COVER TERMINOLOGY, THE DIFFERENT PARTS USED IN ELECTRIC CIRCUITS AND CAPACITORS, AND THE WAY THESE WORK. LINE DRAWINGS ILLUSTRATE THE VARIOUS CONCEPTS. (GR)|

VT 011 299
CURRICULUM GUIDE FOR GRADES 9-12.

KANSAS CITY CITY PUBLIC SCHOOLS, MO.
M AVAILABLE IN VT-ERIC SET.
S C-CURR-BULL-146
BUSINESS SERVICES DIVISION, 601 BOARD OF EDUCATION BUILDING, 1211 MCGEE STREET, KANSAS CITY, MISSOURI 64106 ($2.50).
PUB DATE - 64 171P.

DESCRIPTORS - *CURRICULUM GUIDES; *INDUSTRIAL ARTS; *DRAFTING; *GRAPHIC ARTS; TECHNICAL EDUCATION; SECONDARY GRADES

ABSTRACT - THIS GUIDE IS INTENDED TO AID KANSAS CITY SCHOOL ADMINISTRATORS AND INDUSTRIAL ARTS TEACHERS IN PLANNING AND CONDUCTING A COORDINATED CITY-WIDE DRAFTING PROGRAM FOR GRADES 9-12. BRIEF INTRODUCTORY INFORMATION ON THE ROLE OF ADMINISTRATOR AND COUNSELOR, PROGRAM PHILOSOPHY, THE ROLE OF THE DRAFTING TEACHER, AND GENERAL OBJECTIVES OF THE SECONDARY SCHOOLS' DRAFTING PROGRAM IS FOLLOWED BY FOUR DETAILED COURSE OUTLINES, ONE FOR EACH GRADE LEVEL, EMPHASIZING PROPER COURSE SEQUENCE AND INCREASING SKILL AND COMPETENCE. EACH OF THE FOUR MAJOR SECTIONS IS SUBDIVIDED INTO SPECIFIC INSTRUCTIONAL UNITS PROVIDING OVERVIEW, OBJECTIVES, SUGGESTED LEARNING EXPERIENCES, SUGGESTED TEACHING TECHNIQUES, SUPPLEMENTARY MATERIALS, STUDENT ACTIVITIES AND PROJECTS, PROFESSIONAL AIDS, VOCABULARY, AND EVALUATION TECHNIQUES. PROGRAMS FOR GRADES 9 AND 10 COVER BASIC FUNDAMENTALS OF DRAFTING AND DRAFTING EQUIPMENT, WHILE THE 11TH AND 12TH GRADE PROGRAMS ARE FURTHER BROKEN DOWN INTO ARCHITECTURAL AND MECHANICAL SECTIONS, AND ARE CONCERNED WITH MORE ADVANCED ASPECTS OF DRAFTING. RESOURCE UNITS ARE ALSO PROVIDED FOR GRADES 11 AND 12. SUGGESTIONS FOR STUDENT OCCUPATIONAL GUIDANCE, SAMPLE TESTS, MIMEOGRAPHED LISTS OF COURSE CONTENT AND STUDENT REQUIREMENTS, A STYLE SHEET FOR WRITTEN WORK, AND SUGGESTIONS FOR LESSON PLANNING ARE APPENDED. (AW)|

VT 013 025
GUIDE TO APPRENTICESHIP.

CONNECTICUT STATE APPRENTICESHIP COUNCIL.
CONNECTICUT STATE DEPT. OF LABOR, HARTFORD.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL67 34P.

DESCRIPTORS - *SKILLED WORKERS; *APPRENTICESHIPS; *SUBPROFESSIONALS; *MANPOWER DEVELOPMENT; *GUIDELINES; QUALIFICATIONS; DEFINITIONS; COUNSELING SERVICES; EMPLOYMENT SERVICES; INDUSTRIAL TRAINING; STATE AGENCIES; JOB TRAINING

ABSTRACT - THIS GUIDE HAS BEEN PREPARED TO PROVIDE INFORMATION TO ASSIST STUDENT COUNSELORS IN CONNECTICUT IN THEIR GUIDANCE OF PUPILS, AND SHOULD ALSO PROVE VALUABLE TO INDIVIDUALS INTERESTED IN BECOMING SKILLED CRAFTSMEN. THE DOCUMENT COVERS THE NEED FOR SKILLED WORKERS, THE ORIGIN OF THE APPRENTICESHIP PROGRAMS, GENERAL DEFINITIONS, POINTS FOR CONSIDERATION WHEN COUNSELING PROSPECTIVE APPRENTICES, QUALIFICATIONS NECESSARY, AND ADVANCEMENT OPPORTUNITIES. A SECTION ON QUESTIONS FREQUENTLY ASKED BY STUDENTS, INCLUDING THE APPROPRIATE ANSWERS, SHOULD BE HELPFUL TO COUNSELORS. THE TRAINING OF TECHNICIANS THROUGH APPRENTICESHIP PROGRAMS IS ALSO OUTLINED. (GEB)|

VT 013 038
ELEMENTS OF CONSTRUCTION TECHNOLOGY, SENIOR DIVISION.

DEPARTMENT OF EDUCATION, OTTAWA (ONTARIO).
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 14P.

DESCRIPTORS - *CURRICULUM GUIDES; *VOCATIONAL EDUCATION; *CONSTRUCTION NEEDS; *ARCHITECTURAL DRAFTING; SAFETY; BIBLIOGRAPHIES; SECONDARY GRADES; TEACHING GUIDES; INDUSTRIAL ARTS; INDUSTRIAL TECHNOLOGY

ABSTRACT - DEVELOPED FOR THE ONTARIO SECONDARY SCHOOLS, THIS CURRICULUM GUIDE IS INTENDED FOR TEACHER USE IN DEVELOPING LESSONS ON THE ELEMENTS OF CONSTRUCTION TECHNOLOGY AND IS DESIGNED FOR USE OVER A 2-YEAR PERIOD. SPECIFIC OBJECTIVES OF THE COURSE INCLUDE DEVELOPING A POSITIVE ATTITUDE TOWARD LEARNING, DEVELOPING THE ABILITY TO THINK IN THREE-DIMENSIONAL CONCEPTS, AND DEVELOPING SKILL IN THE COMMUNICATION OF TECHNICAL TOPICS. THE IMPORTANCE OF SAFETY AND THE VALUE OF FIELD TRIPS ARE BRIEFLY DISCUSSED. THE CONTENT OUTLINE INCLUDES THREE DIVISIONS: (1) THE CORE, (2) ARCHITECTURAL DRAFTING, AND (3) BUILDING CONSTRUCTION PRACTICES. AN EXTENSIVE ANNOTATED BIBLIOGRAPHY FOR EACH DIVISION IS INCLUDED. (GEB)|

VT 013 058
SKILL SHEETS FOR SMALL GASOLINE ENGINES.

IOWA STATE UNIV., AMES. DEPT. OF AGRICULTURAL EDUCATION.;IOWA STATE DEPT. OF PUBLIC INSTRUCTION, DES MOINES.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 70 24P.

DESCRIPTORS - *WORKSHEETS; AGRICULTURAL ENGINEERING; STUDY GUIDES; ENGINES; SKILL DEVELOPMENT; MECHANICAL SKILLS; MEASUREMENT INSTRUMENTS; MAINTENANCE; *IDENTIFICATION TESTS; *INSTRUCTIONAL MATERIALS; *AGRICULTURAL EDUCATION; TEACHING GUIDES

ABSTRACT - DEVELOPED BY VOCATIONAL AGRICULTURE INSTRUCTORS WHO ATTENDED AN INSERVICE CLASS, THESE SKILL SHEETS ARE FOR TEACHING SPECIFIC SKILLS AND ABILITIES RELATED TO SMALL GASOLINE ENGINES. THE SHEETS COVER THE PROBLEM AREAS OF: (1) MEASURING DEVICES, (2) COMPRESSION, (3) CARBURETION, (4) IGNITION, AND (5) MAINTENANCE AND TROUBLESHOOTING. THE SHEETS INCLUDE STATEMENTS OF WHAT THE OPERATION TEACHES, MATERIALS REQUIRED, PART IDENTIFICATION, OPERATIONAL PROCEDURES, AND AN EVALUATION SCORE SHEET. A PART IDENTIFICATION KEY IS PROVIDED FOR THE SHEETS, AND THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS. (GEB)|

VT 013 147
REMEDIAL MATH. REVIEW BOOK 1: SUBTRACTION.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 80P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *SUBTRACTION; *REMEDIAL MATHEMATICS; *STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON SUBTRACTION WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)|

VT 013 148
REMEDIAL MATH. BOOK 1: WHAT IS A FRACTION?

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 137P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)|

VT 013 149
REMEDIAL MATH. BOOK 2: BREAKING DOWN FRACTIONS, PART I.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 77P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA

PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON BREAKING DOWN FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)|

VT 013 150
REMEDIAL MATH. BOOK 2: WHAT IS A FRACTION, PART II.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 77P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)|

VT 013 151
REMEDIAL MATH. BOOK 3: BREAKING DOWN FRACTIONS, PART I.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 78P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON BREAKING DOWN FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)|

VT 013 152
REMEDIAL MATH. BOOK 3: BREAKING DOWN FRACTIONS, PART II.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 85P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON BREAKING DOWN FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013

147-VT 013 162. (GB)|

VT 013 153
REMEDIAL MATH. BOOK 4: FRACTIONS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 129P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)|

VT 013 154
REMEDIAL MATH. BOOK 4: BREAKING DOWN FRACTIONS, PART II.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 86P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON BREAKING DOWN FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)|

VT 013 155
REMEDIAL MATH. BOOK 5: ADDITION AND SUBTRACTION OF FRACTIONS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 82P.

DESCRIPTORS - *VOCATIONAL EDUCATION; ADDITION; SUBTRACTION; *FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON ADDITION AND SUBTRACTION OF FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)|

VT 013 156
REMEDIAL MATH. BOOK 5: FRACTIONS GREATER THAN 1. PART 1: WHAT IS A MIXED NUMBER?

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 121P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS; ARITHMETIC
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON FRACTIONS AND MIXED NUMBERS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)|

VT 013 157
REMEDIAL MATH. BOOK 6: FRACTIONS THAT EQUAL 1.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 96P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS; WORKBOOKS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON FRACTIONS THAT EQUAL ONE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)|

VT 013 158
REMEDIAL MATH. BOOK 7: FRACTIONS THAT ARE LARGER THAN 1. CHANGING FRACTIONS LARGER THAN 1 TO MIXED NUMBERS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 104P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON CHANGING FRACTIONS LARGER THAN ONE TO MIXED NUMBERS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)|

VT 013 159
REMEDIAL MATH. BOOK 8: CHANGING FRACTIONS GREATER THAN 1 TO MIXED NUMBERS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 101P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; REMEDIAL COURSES; WORKBOOKS; REMEDIAL ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA

PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON CHANGING FRACTIONS GREATER THAN ONE TO MIXED NUMBERS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)|

VT 013 160
REMEDIAL MATH. BOOK 9: WHAT IS A DECIMAL FRACTION, PART I.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 118P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *DECIMAL FRACTIONS; NUMBERS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON DECIMAL FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)|

VT 013 161
REMEDIAL MATH. BOOK 10: WHAT IS A DECIMAL FRACTION, PART II.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 128P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *DECIMAL FRACTIONS; FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON DECIMAL FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)|

VT 013 162
REMEDIAL MATH. BOOK 11: WHAT IS A DECIMAL FRACTION, PART III.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GRATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 126P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *DECIMAL FRACTIONS; FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON DECIMAL FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY

STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GEB)|

VT 013 163
MACHINE SHOP COURSE. BOOK 0: WORKSHOP MATH ON DECIMAL ADDITION.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 143P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; METALS; *WORKBOOKS; *MACHINISTS; MACHINE TOOL OPERATORS; *MATHEMATICS; DECIMAL FRACTIONS; ADDITION; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON WORKSHOP MATH ON DECIMAL ADDITION FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 164
MACHINE SHOP COURSE. BOOK 1: READING A DRAWING, TYPES OF DRAWINGS, TYPES OF LINES.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 128P.

DESCRIPTORS - *DRAFTING; ORTHOGONAL PROJECTION; *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON READING A DRAWING, TYPES OF DRAWING, AND TYPES OF LINES FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 165
MACHINE SHOP COURSE. BOOK 2: READING A DRAWING, BLUEPRINT MARKINGS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 137P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; *DRAFTING; BLUEPRINTS; ORTHOGONAL PROJECTION; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON READING A DRAWING AND BLUEPRINT MARKING FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR

STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 166
MACHINE SHOP COURSE. BOOK 3: LAYOUT OF RIGHT ANGLES AND PARALLEL LINES.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 39P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *DRAFTING; ORTHOGONAL PROJECTION; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON LAYOUT OF RIGHT ANGLES AND PARALLEL LINES FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 167
MACHINE SHOP COURSE. BOOK 4: CONSTRUCTION OF ANGLES.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 93P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS; *DRAFTING; ORTHOGONAL PROJECTION
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON CONSTRUCTION OF ANGLES FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 168
MACHINE SHOP COURSE. BOOK 5: SHOP MATH.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 109P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *MATHEMATICS; DECIMAL FRACTIONS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON SHOP MATH FOR A BASIC MACHINE SHOP COURSE WAS

DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. A PRETEST AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 169
MACHINE SHOP COURSE. BOOK 6: STEEL RULE SCALES.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 87P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *MEASUREMENT INSTRUMENTS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON STEEL RULE SCALES FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 170
MACHINE SHOP COURSE. BOOK 7: MEASURING INSTRUMENTS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 80P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *MEASUREMENT INSTRUMENTS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON MEASURING INSTRUMENTS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 171
MACHINE SHOP COURSE. BOOK 8: LAYOUT TOOLS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 62P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *HAND TOOLS; MEASUREMENT INSTRUMENTS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON LAYOUT TOOLS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 172
MACHINE SHOP COURSE. BOOK 9: METAL CHARACTERISTICS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 60P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *PHYSICAL CHARACTERISTICS; IDENTIFICATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; MACHINISTS; *METALS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON METAL CHARACTERISTICS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 173
MACHINE SHOP COURSE. BOOK 10: BENCH TOOLS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 118P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *HAND TOOLS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON BENCH TOOLS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 174
MACHINE SHOP COURSE. BOOK 11: THE MICROMETER CALIPER.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 113P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *MEASUREMENT INSTRUMENTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT

AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON THE MICROMETER CALIPER FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 175
MACHINE SHOP COURSE. BOOK 12: USE OF THE OPERATION SHEET.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 63P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; *MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS; WORKSHEETS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON USE OF THE OPERATION SHEET FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 176
MACHINE SHOP COURSE. BOOK 13: SCREW THREAD TERMS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 82P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON SCREW THREAD TERMS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 177
MACHINE SHOP COURSE. BOOK 14: TAPS, DIES, AND REAMERS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 76P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *HAND TOOLS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL

MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON TAPS, DIES, AND REAMERS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF REMEDIAL MATERIALS. (GEB)|

VT 013 178
MACHINE SHOP COURSE. BOOK 15: THE DRILL PRESS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 120P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *MACHINE TOOLS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON THE DRILL PRESS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF REMEDIAL MATERIALS. (GEB)|

VT 013 179
MACHINE SHOP COURSE. BOOK 15A: THE ENGINE LATHE.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 136P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *MACHINE TOOLS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON THE ENGINE LATHE FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS AND DIAGRAMS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 180
MACHINE SHOP COURSE. BOOK 15B: THE ENGINE LATHE.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 65P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; *MACHINE TOOLS;

INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON THE ENGINE LATHE FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS AND DIAGRAMS ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 181
MACHINE SHOP COURSE. BOOK 16: DRILL PRESS SAFETY REGULATIONS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 40P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; MACHINISTS; *SCHOOL SAFETY; MACHINE TOOL OPERATORS; *MACHINE TOOLS; TESTS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON DRILL PRESS SAFETY REGULATIONS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 182
MACHINE SHOP COURSE. BOOK 17: THE ENGINE LATHE.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 152P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; INSTRUCTIONAL MATERIALS; MATHEMATICS; *MACHINE TOOLS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON THE ENGINE LATHE FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 183
MACHINE SHOP COURSE. BOOK 18: SHOP MATH REVIEW.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 80P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *MATHEMATICS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL

OPERATORS; TESTS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON SHOP MATH REVIEW FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 184
MACHINE SHOP COURSE. BOOK 19: ENGINE LATHE SAFETY REGULATIONS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 54P.

DESCRIPTORS - *MACHINE TOOLS; *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *SCHOOL SAFETY; *WORKBOOKS; *METALS; MACHINISTS; MACHINE TOOL OPERATORS; TESTS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON ENGINE LATHE SAFETY REGULATIONS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 185
MACHINE SHOP COURSE. BOOK 20: FEEDS AND SPEEDS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 92P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *MATHEMATICS; CALCULATION; *MACHINE TOOLS; *WORKBOOKS; INDUSTRIAL ARTS; STUDY GUIDES; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON FEEDS AND SPEEDS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 186
MACHINE SHOP COURSE. BOOK 21: SHOP MATH REVIEW.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 92P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY

GUIDES; *MATHEMATICS; *REVIEW (REEXAMINATION); *WORKBOOKS; *METALS; MACHINISTS; MACHINE TOOL OPERATORS; TESTS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON SHOP MATH REVIEW FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 187
MACHINE SHOP COURSE. BOOK 22: VERNIER CALIPER.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 64P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *MEASUREMENT INSTRUMENTS; HAND TOOLS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON VERNIER CALIPERS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 188
MACHINE SHOP COURSE. BOOK 23: MILLING MACHINE.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 108P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; *MACHINE TOOLS; TESTS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON MILLING MACHINES FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 189
MACHINE SHOP COURSE. BOOK 24: THE SURFACE GRINDER.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.;YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.

PUB DATE - ND 71P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *MACHINE TOOLS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON THE SURFACE GRINDER FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)|

VT 013 202
INDUSTRIAL EDUCATION MATERIALS GUIDE.

FLORIDA STATE DEPT. OF EDUCATION, TALLAHASSEE. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - FEB69 164P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *RESOURCE MATERIALS; *INSTRUCTIONAL MATERIALS; *MANUALS; *AUDIOVISUAL AIDS; INSTRUCTIONAL FILMS; INSTRUCTIONAL AIDS; COMMERCIAL ART; CONSTRUCTION INDUSTRY; DRAFTING; GRAPHIC ARTS; TOOL AND DIE MAKERS

ABSTRACT - DEVELOPED BY THE INDUSTRIAL EDUCATION SECTION OF THE FLORIDA STATE DEPARTMENT OF EDUCATION, THIS RESOURCE GUIDE WAS PREPARED FOR INDUSTRIAL EDUCATION INSTRUCTORS AND OTHER INTERESTED EDUCATORS. THE GUIDE IS A COMPOSITE SOURCE OF AUDIOVISUAL AIDS ON SUBJECTS SUCH AS (1) AIR CONDITIONING, (2) BLUEPRINT READING, (3) COMMERCIAL ART, (4) DRAFTING, (5) CONSTRUCTION--ELECTRICITY, (6) MACHINERY REPAIR, (7) GRAPHIC ARTS, (8) TILE SETTING, AND (9) TOOL AND DIE MAKING. AUDIOVISUAL AIDS FOR WHICH SOURCES ARE PROVIDED INCLUDE CHARTS, FILMS, BOOKLETS, BOOKS, MANUALS, AND PAMPHLETS. THIS GUIDE WILL BE UPDATED PERIODICALLY. (JS)|

VT 013 286
AUTO BODY REPAIR. TENTATIVE.

MILWAUKEE PUBLIC SCHOOLS, WIS. DIV. OF CURRICULUM AND INSTRUCTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 66 30P.

DESCRIPTORS - *AUTO BODY REPAIRMEN; *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; *SKILL DEVELOPMENT; SECONDARY SCHOOLS; INSTRUCTIONAL MATERIALS; CLASS ACTIVITIES; JOB TRAINING; BIBLIOGRAPHIES; VOCATIONAL EDUCATION; *CURRICULUM GUIDES

ABSTRACT - DEVELOPED BY THE DIVISION OF CURRICULUM AND INSTRUCTION FOR THE MILWAUKEE PUBLIC SCHOOLS, THIS TENTATIVE TEACHING GUIDE IS FOR INSTRUCTOR USE IN TEACHING AUTO BODY REPAIR. THE UNITS ARE PLANNED FOR TWO HOURS PER DAY AND MAY EXTEND FOR THREE OR FOUR SEMESTERS. IT IS SUGGESTED THAT 80 PERCENT OF THE TIME BE SPENT IN SHOP WORK, AND THE REMAINING 20 PERCENT ON THEORY. SPECIFIC OBJECTIVES ARE TO GIVE A BETTER UNDERSTANDING AND AWARENESS OF THE IMPORTANCE OF AUTOMOTIVE SERVICING, TO DEVELOP GOOD WORK AND SAFETY HABITS, AND TO PROVIDE A KNOWLEDGE OF AUTO BODY REPAIR PROCEDURES. THIS GUIDE CONSISTS OF A COURSE DESCRIPTION, OBJECTIVES, A UNIT OUTLINE, AND A BIBLIOGRAPHY. THE MATERIAL IN THE UNIT OUTLINE IS PRESENTED IN A 4-COLUMN FORMAT. THE FIRST COLUMN LISTS THE AREA OF INTEREST SUCH AS SKILLS, UNDERSTANDINGS, AND AREAS OF WORK, THE SECOND COLUMN LISTS THE SHOP EXERCISES AND ACTIVITIES, THE THIRD

PROVIDES REFERENCES, AND THE FOURTH COLUMN PROVIDES A PLACE FOR INSTRUCTOR'S NOTES. (GEB)|

VT 013 287
JACOBSON, JOHN;SINN, HAROLD
ELECTRONICS 1-4.

MILWAUKEE PUBLIC SCHOOLS, WIS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 65 87P.

DESCRIPTORS - *INDUSTRIAL ARTS; *ELECTRONICS; *CURRICULUM GUIDES; *INSTRUCTIONAL MATERIALS; SHOP CURRICULUM; ELECTRICITY; REFERENCE MATERIALS; FILMS; FILMSTRIPS; BIBLIOGRAPHIES; SCHOOL SAFETY; RESOURCE MATERIALS; SECONDARY GRADES

ABSTRACT - PREPARED FOR THE MILWAUKEE PUBLIC SCHOOLS BY MEMBERS OF THE ELECTRICITY AND ELECTRONICS TEXTBOOK COMMITTEE, THIS CURRICULUM GUIDE SHOULD HELP TEACHERS SELECT, ORGANIZE, AND PRESENT A 4-SEMESTER COURSE IN ELECTRONICS. ELECTRONICS 1-2 IS DESIGNED FOR USE ONE PERIOD DAILY IN GRADE 10 AND CARRIES ONE-HALF CREDIT PER SEMESTER, AND ELECTRONICS 3-4 IS FOR THE SAME TIME PERIOD IN GRADE 11. BRIEF COURSE DESCRIPTIONS STATE THE OVERALL THEORY, PRACTICES, AND OBJECTIVES OF THE COURSES, A SECTION ON TOPICS INCLUDED IN SHOP EXPERIENCES LISTS THE THEORETICAL AND PRACTICE MATERIAL TO BE COVERED, AND AN OUTLINE OF THE SPECIFIC JOBS BREAKS THE COURSE CONTENT INTO UNITS TO BE COVERED, REFERENCES USED, FILMS AND FILMSTRIPS, JOBS, AND DEMONSTRATIONS ON A DETAILED BASIS. SAFETY RULES, A BIBLIOGRAPHY, A LIST OF FREE AND INEXPENSIVE MATERIALS, AND AIDS FOR THE INSTRUCTOR ARE ALSO INCLUDED. (GEB)|

VT 013 344
THE DEVELOPMENT OF A TOTAL PROGRAM OF EDUCATION FOR THE WORLD OF WORK. PART III, FACILITIES AND EQUIPMENT GUIDE.

DELAWARE OCCUPATIONAL RESEARCH COORDINATING UNIT, DOVER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 50P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *MANUALS; *EDUCATIONAL FACILITIES; *EDUCATIONAL EQUIPMENT; *PROGRAM PLANNING; TECHNICAL EDUCATION; INDUSTRIAL ARTS; OCCUPATIONAL CLUSTERS; PROGRAM DEVELOPMENT

ABSTRACT - DEVELOPED FOR USE AS AN EQUIPMENT AND FURNITURE GUIDE, THIS MANUAL INCLUDES RELATED INFORMATION CONCERNING SIX CLUSTERS OF VOCATIONAL OCCUPATIONS, TECHNICAL OCCUPATIONS, AND INDUSTRIAL ARTS. RECOMMENDED MACHINERY, PORTABLE EQUIPMENT, AND FURNITURE ARE INCLUDED FOR VARIOUS PROGRAMS SUCH AS: (1) DISTRIBUTIVE EDUCATION, (2) OFFICE OCCUPATIONS EDUCATION, (3) AGRICULTURE, (4) HEALTH OCCUPATIONS, (5) TRADE AND INDUSTRIAL, AND (6) HOME ECONOMICS. ALSO INCLUDED ARE RECOMMENDATIONS CONCERNING FACILITIES FOR THESE SIX CLUSTERS AND FOR INDUSTRIAL ARTS. COST INFORMATION IS NOT PROVIDED IN THE MANUAL. RELATED DOCUMENTS ARE AVAILABLE AS VT 007 470 (ARM FALL 1971) AND VT 013 343. (JS)|

VT 013 345
SHEET METAL; PART THREE, WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, FISCAL OFFICE. 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($3.00).
PUB DATE - 70 160P.

DESCRIPTORS - *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; WORKBOOKS; *STUDY GUIDES; UNITS OF STUDY (SUBJECT FIELDS); *SHEET METAL WORKERS; SHEET METAL WORK; ADULT VOCATIONAL EDUCATION; METAL WORKING OCCUPATIONS; SKILLED OCCUPATIONS
IDENTIFIERS - CALIFORNIA

ABSTRACT - AN ADVISORY COMMITTEE OF EMPLOYERS AND EMPLOYEES IN THE SHEETMETAL TRADES AIDED IN DEVELOPING THIS SERIES OF WORKBOOKS FOR APPRENTICES ATTENDING SELECTED TRAINING CLASSES IN SHEET METAL. THIRD IN A SERIES, THIS WORKBOOK CONTAINS THE FOLLOWING MAJOR UNITS: (1) MATHEMATICS, (2) PATTERN DEVELOPMENT, (3) SHOP METHODS, (4) TOOLS AND EQUIPMENT, (5) MATERIALS, (6) WELDING, (7) RIGGING, AND (8) PLASTICS. THE UNITS INCLUDE SUBTOPICS, EACH CONTAINING STUDY GUIDES OR STUDY ASSIGNMENTS. PHOTOGRAPHS, LINE DRAWINGS, AND AN INSTRUCTIONAL MATERIALS LIST ARE INCLUDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 011 059 AND VT 011 060 (AIM WINTER 1970). (GEB)|

VT 013 365
SAFETY TRAINING TECHNIQUES IN THE CLASSROOM.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OSA-LS-180-REVISED
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.49:180/2, $.10).
PUB DATE - MAY70 7P.1970 REVISION.

DESCRIPTORS - *SAFETY EDUCATION; *TRAINING TECHNIQUES; TEACHING TECHNIQUES; MOTIVATION TECHNIQUES; MECHANICAL TEACHING AIDS; INSTRUCTIONAL MATERIALS

ABSTRACT - THIS SIX PAGE PAMPHLET WAS DEVELOPED TO PROVIDE INSTRUCTORS WITH TIPS TO EFFECTIVELY TEACH SAFETY TECHNIQUES IN THE CLASSROOM. THE TOPICS INCLUDE: (1) WHAT MAKES A GOOD SAFETY INSTRUCTOR, (2) PLANNING A SAFETY TRAINING COURSE, (3) PSYCHOLOGY IN TEACHING SAFETY, (4) SAFETY TRAINING METHODS, (5) MOTIVATION, (6) CLASSROOM CONDITIONS, (7) MECHANICAL ASPECTS OF INSTRUCTION, AND (8) BLACKBOARD TECHNIQUES. THE DOCUMENT IS PROFUSELY ILLUSTRATED WITH SKETCHES. (GEB)|

VT 013 416
GENERAL INDUSTRIAL MECHANICS PROGRAM; PLAN AND OUTLINE FOR SECONDARY LEVEL.

IDAHO STATE BOARD FOR VOCATIONAL EDUCATION, BOISE. DIV. OF TRADE AND INDUSTRIAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 70 18P.

DESCRIPTORS - *MECHANICS (PROCESS); *TRADE AND INDUSTRIAL EDUCATION; *FACILITY GUIDELINES; *PROGRAM GUIDES; *ESTIMATED COSTS; MECHANICAL SKILLS; SECONDARY GRADES; EDUCATIONAL EQUIPMENT; PROGRAM COSTS; EDUCATIONAL PROGRAMS; VOCATIONAL EDUCATION; SKILL DEVELOPMENT; OCCUPATIONAL CHOICE; CURRICULUM GUIDES; REFERENCE MATERIALS

ABSTRACT - DEVELOPED BY THE IDAHO STATE ADVISORY COMMITTEE FOR THE GENERAL INDUSTRIAL MECHANICS PROGRAM, THIS PLANNING GUIDE CONTAINS GENERAL SUGGESTIONS THAT NEED TO BE FULLY DEVELOPED ON THE LOCAL LEVEL FOR ESTABLISHING A REIMBURSABLE VOCATIONAL TRADE AND INDUSTRIAL PROGRAM IN SMALL LOW-ENROLLMENT HIGH SCHOOLS. THE PRIMARY OBJECTIVES OF THE PROGRAM ARE TO PROVIDE OCCUPATIONAL EXPLORATION AND EXPERIMENTATION EXPERIENCES THAT WOULD GUIDE STUDENTS IN MAKING AN OCCUPATIONAL CHOICE, AND TO PREPARE STUDENTS FOR ENTRY LEVEL EMPLOYMENT IN THE AUTOMOTIVE, FARM EQUIPMENT, SMALL ENGINE, OR PLANT MAINTENANCE MECHANICS REPAIR FIELD. IT IS RECOMMENDED THAT STUDENTS SPEND ONE HOUR PER DAY, FIVE DAYS PER WEEK THE FIRST YEAR, TWO CONSECUTIVE HOURS PER DAY THE SECOND YEAR, AND THREE CONSECUTIVE HOURS PER DAY THE THIRD YEAR. THE CONTENTS OF THIS DOCUMENT CONSIST OF PROGRAM OBJECTIVES, A COURSE OUTLINE AND OPERATING SCHEDULE, RECOMMENDED TEXTBOOKS AND FILMS, RECOMMENDED TOOLS AND EQUIPMENT, AND A FACILITY LAYOUT. AN ESTIMATED COST OF $76,435.50 FOR THE ESTABLISHMENT OF THE PROGRAM IS BASED ON THE 1970

BRODHEAD-GARRETT CATALOG. (GEB)|

VT 013 417
CONSUMER APPLIANCE AND ELECTRICAL MECHANICAL PLAN AND OUTLINE FOR SECONDARY LEVEL.

IDAHO STATE BOARD FOR VOCATIONAL EDUCATION, BOISE. DIV. OF TRADE AND INDUSTRIAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 28P.

DESCRIPTORS - *ELECTROMECHANICAL TECHNOLOGY; *VOCATIONAL EDUCATION; ELECTRICAL APPLIANCE SERVICEMEN; APPLIANCE REPAIRING; *TRADE AND INDUSTRIAL EDUCATION; *PROGRAM GUIDES; CURRICULUM GUIDES; OCCUPATIONAL CHOICE; SKILL DEVELOPMENT; SECONDARY GRADES; *ESTIMATED COSTS; SCHOOL SHOPS; EDUCATIONAL EQUIPMENT; REFERENCE MATERIALS; MECHANICAL SKILLS
IDENTIFIERS - OCCUPATIONAL EXPLORATION

ABSTRACT - THE APPLIANCE SERVICE ADVISORY COMMITTEE REVIEWED THE CONSUMER APPLIANCE AND ELECTRICAL SERVICE PROGRAM FOR THE STATE OF IDAHO AND MADE RECOMMENDATIONS RESULTING IN THIS PLANNING GUIDE. THE GUIDE IS FOR USE IN DEVELOPING A COMPLETE COURSE TO PROVIDE OCCUPATIONAL EXPLORATION IN THE ELECTRO-MECHANICAL AND REFRIGERATION FIELDS, AND TO PREPARE STUDENTS FOR ENTRY LEVEL EMPLOYMENT IN A CLUSTER OF ASSOCIATED OCCUPATIONS. THE RECOMMENDED COURSE IS BASED ON ONE HOUR A DAY, FIVE DAYS A WEEK FOR THE FIRST YEAR, TWO CONSECUTIVE HOURS A DAY THE SECOND YEAR, AND THREE HOURS A DAY THE THIRD YEAR. THE CONTENTS OF THIS DOCUMENT INCLUDE THE PROGRAM OBJECTIVES, A COURSE OUTLINE, OPERATING SCHEDULE, RECOMMENDED BOOKS, BASIC TOOLS AND EQUIPMENT AND A RECOMMENDED FACILITY. AN ESTIMATED COST, BASED UPON THE SUGGESTED ENROLLMENT, FOR ESTABLISHING THE PROGRAM IS OUTLINED IN DETAIL. (GEB)|

VT 013 418
UEDA, SHO;PYWELL, ROLLAND A.
AUTO MECHANICS PROGRAM, PLAN AND OUTLINE FOR SECONDARY LEVEL.

IDAHO STATE BOARD FOR VOCATIONAL EDUCATION, BOISE. DIV. OF TRADE AND INDUSTRIAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 42P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *COURSE CONTENT; *AUTO MECHANICS (OCCUPATION); OCCUPATIONAL CHOICE; SKILL DEVELOPMENT; *PROGRAM GUIDES; CURRICULUM GUIDES; AUTO PARTS MEN; SECONDARY GRADES; ESTIMATED COSTS; *EDUCATIONAL EQUIPMENT; EDUCATIONAL FACILITIES; REFERENCE MATERIALS; MECHANICAL SKILLS; FILMS
IDENTIFIERS - *OCCUPATIONAL EXPLORATION

ABSTRACT - PREPARED FOR THE IDAHO STATE SUPERVISOR OF VOCATIONAL TRADE AND INDUSTRIAL EDUCATION, THIS PROGRAM GUIDE PROVIDES A BASE FOR DEVELOPING A DETAILED COURSE IN AUTO SERVICE. THE OBJECTIVES OF THE COURSE ARE TO PROVIDE OCCUPATIONAL EXPLORATION AND TO PREPARE STUDENTS FOR ENTRY LEVEL EMPLOYMENT IN OCCUPATIONS RELATED TO AUTOMOTIVE SERVICE SUCH AS A BASIC MECHANIC, SERVICE STATION ATTENDANT, OR AUTO PARTS SALES. THE RECOMMENDED COURSE IS BASED ON ONE HOUR PER DAY, FIVE DAYS PER WEEK FOR THE FIRST YEAR, TWO CONSECUTIVE HOURS PER DAY THE SECOND YEAR, AND THREE HOURS PER DAY THE THIRD YEAR. CONTENTS INCLUDE PROGRAM OBJECTIVES, OPERATING PROCEDURES AND GUIDELINES, A COURSE OUTLINE FOR THE THREE YEARS, RECOMMENDED TEXTS, CHARTS, FILMS, BOOKLETS, TOOLS AND EQUIPMENT, AND A SUGGESTED FACILITY. AN ESTIMATED COST, BASED ON THE SUGGESTED ENROLLMENT, FOR ESTABLISHING THE PROGRAM IS OUTLINED. (GEB)|

VT 013 423
SAFETY EDUCATION IN IDAHO SCHOOLS.

IDAHO STATE DEPT. OF EDUCATION, BOISE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 268P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *SAFETY EDUCATION; *SCHOOL SAFETY; *RESOURCE GUIDES; *SUPPLEMENTARY TEXTBOOKS; RESOURCE MATERIALS; BIBLIOGRAPHIC CITATIONS; SCIENCE; FILMS; PHYSICAL EDUCATION; STUDY GUIDES

ABSTRACT - THIS GUIDE ON SAFETY EDUCATION DEVELOPED BY A SAFETY EDUCATION COMMITTEE COMPRISES EIGHT SECTIONS: (1) SAFETY EDUCATION IN IDAHO SCHOOLS, (2) SAFETY AND PHYSICAL EDUCATION, (3) SCIENCE SAFETY, (4) SCHOOL PATROLS, (5) SAFETY IN HOME ECONOMICS, (6) INDUSTRIAL ARTS SAFETY, (7) SAFETY IN VOCATIONAL AGRICULTURE, AND (8) SAFETY IN TRADE AND TECHNICAL EDUCATION. EACH SECTION OR PUBLICATION IS DESIGNED TO SERVE AS A GUIDE FOR A PARTICULAR AREA OF INSTRUCTION. THESE SECTIONS PROVIDE CONTENT THAT CAN BE USED IN TEACHING AS WELL AS LISTINGS OF REFERENCES, FILMS, AND OTHER TEACHING AIDS. (GB)|

VT 013 467
AIRFRAME AND POWERPLANT MECHANICS GENERAL HANDBOOK.

FEDERAL AVIATION ADMINISTRATION, WASHINGTON, D.C. FLIGHT STANDARDS SERVICE DIV.
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (TD4.408:AI7/2, $4.00).
PUB DATE - 70 505P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *SUPPLEMENTARY TEXTBOOKS; MANUALS; *STUDY GUIDES; *FLIGHT TRAINING; AVIATION TECHNOLOGY; MATHEMATICS; ELECTRICITY; INSTRUMENTATION; DRAFTING; POWER MECHANICS; ENGINES; *AVIATION MECHANICS

ABSTRACT - THIS STUDY GUIDE WAS DEVELOPED BY THE FEDERAL AVIATION ADMINISTRATION AS THE FIRST OF THREE HANDBOOKS FOR PERSONS PREPARING FOR MECHANIC CERTIFICATION WITH AIRFRAME OR POWERPLANT RATINGS, OR BOTH. THE MATERIAL CONTAINED IN THIS GUIDE IS BASIC INFORMATION COMMON TO BOTH THE AIRFRAME AND POWERPLANT RATINGS. MAJOR TOPICS ARE: (1) MATHEMATICS, (2) AIRCRAFT DRAWINGS, (3) WEIGHT AND BALANCE, (4) FUEL SYSTEMS, (5) FLUID LINES, (6) HARDWARE, MATERIALS, AND PROCESSES, (7) PHYSICS, (8) BASIC ELECTRICITY, (9) GENERATORS AND MOTORS, (10) INSPECTION FUNDAMENTALS, (11) GROUND HANDLING, SAFETY, AND SUPPORT EQUIPMENT, AND (12) HANDTOOLS AND MEASURING DEVICES. MATERIAL OF EACH CHAPTER IS DISCUSSED IN DETAIL, WITH ILLUSTRATIONS, PICTURES, AND LINE DRAWINGS USED EXTENSIVELY. (GEB)|

VT 013 469
ELECTRICAL WIRING WORKBOOK. PART 4.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, BUREAU OF INDUSTRIAL EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.50).
PUB DATE - 71 103P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *ELECTRICIANS; *APPRENTICESHIPS; WORKBOOKS; ELECTRICITY; ELECTRONICS; INSTRUCTIONAL MATERIALS

ABSTRACT - THIS STUDY GUIDE WAS PLANNED BY STATE EDUCATIONAL ADVISORY COMMITTEES FOR USE BY ELECTRICIAN APPRENTICES IN THE RELATED TECHNICAL PHASE OF THEIR TRAINING. MAJOR UNITS ARE: (1) A-APPARATUS, (2) MANUAL AND ELECTROMAGNETIC CONTROLLERS, AND (3) BASIC INDUSTRIAL ELECTRONICS. EACH OF THE 34 TOPICS IN THESE UNITS PROVIDES RELATED INFORMATION, TEXTBOOK ASSIGNMENTS, AND QUESTIONS COVERING THIS INFORMATION. THE MATERIAL IS ILLUSTRATED WITH PHOTOGRAPHS AND LINE DRAWINGS, AND A REFERENCE LIST IDENTIFYING SIX RELATED PUBLICATIONS IS INCLUDED.

THIS PUBLICATION IS A REVISION OF A PREVIOUS EDITION AVAILABLE AS VT 005 140 (AIM FALL 1968). OTHER RELATED DOCUMENTS ARE ALSO AVAILABLE IN AIM FALL 1968 AS VT 005 137, VT 005 138, AND VT 005 139. (GEB)|

VT 013 470
INTRODUCTION TO APPRENTICESHIP. WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, BUREAU OF INDUSTRIAL EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.75).
PUB DATE - 68 321P.

DESCRIPTORS - *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *WORKBOOKS; *JOB TRAINING; EVALUATIONS; TESTS; INSTRUCTIONAL MATERIALS; SKILL DEVELOPMENT; ADULT EDUCATION

ABSTRACT - DEVELOPED UNDER THE STATE EDUCATIONAL ADVISORY COMMITTEES, THIS STUDY GUIDE IS FOR STUDENT AND TEACHER USE IN TRAINING COURSES FOR APPRENTICES, AND IS DESIGNED TO PROVIDE THE BASIC SKILLS AND KNOWLEDGE COMMON TO MOST OF THE SKILLED TRADES. THE COURSE CONTAINS INFORMATION NEEDED BY ANY PERSON WISHING TO LEARN A TRADE, AND THE EVALUATIONS THROUGHOUT THE COURSE WILL HELP JOINT APPRENTICESHIP COMMITTEES TO SELECT CANDIDATES WHO CAN BE EXPECTED TO COMPLETE THEIR TRAINING. ALL OF THE MATERIAL NECESSARY FOR THE COURSE IS PROVIDED IN THE WORKBOOK EXCEPT FOR THE MATHEMATICS UNIT, WHICH REQUIRES SUPPLEMENTARY TEXTBOOK INFORMATION. UNITS INCLUDED ARE: (1) THE APPRENTICE AND HIS TRADE AND RESPONSIBILITIES, (2) WORKMEN'S LEGAL RIGHTS, (3) MATHEMATICS, (4) BASIC TOOLS, (5) BLUEPRINT READING, (6) SCIENCE, (7) BASIC MATERIALS, AND (7) THE APPRENTICE ON THE JOB. EACH UNIT CONTAINS SEVERAL TOPICS WITH DISCUSSIONS, EXAMPLES, AND TESTS AS THE GENERAL FORMAT. WORKING DRAWINGS AND A LIST OF INSTRUCTIONAL MATERIALS ARE INCLUDED, AND LINE DRAWINGS AND PICTURES ARE USED THROUGHOUT. (GEB)|

VT 013 498
SANTOLI, C.M.
BASIC MATHEMATICS FOR VOCATIONAL AND TECHNICAL STUDENTS, PART I AND II.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($2.50 FOR EACH PART).
PUB DATE - 1JUL71 438P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *MATHEMATICS; *TEXTBOOKS; *TECHNICAL EDUCATION; *ARITHMETIC; FRACTIONS; PERCENTAGE; SECONDARY GRADES; ILLUSTRATIONS

ABSTRACT - INDIVIDUALLY AUTHORED WITH COOPERATION FROM A CURRICULUM LABORATORY, THIS TWO PART DOCUMENT ON BASIC MATHEMATICS FOR VOCATIONAL AND TECHNICAL EDUCATION STUDENTS CONSISTS OF 11 UNITS. TOPICS ARE: (1) REVIEW OF THE FUNDAMENTALS OF ARITHMETIC, (2) FRACTIONS, (3) THE RULER, (4) DECIMALS, (5) PERCENTAGE, (6) COMMON BUSINESS TRANSACTIONS, (7) MONEY AND CHECKS, (8) EQUATIONS, (9) RATIO AND PROPORTION, (10) ANGULAR MEASUREMENT, AND (11) FORMULAS. EACH UNIT IS DIVIDED INTO LESSONS WITH OBJECTIVES FOR EACH LESSON PRESENTED. NUMEROUS ILLUSTRATIONS ARE INCLUDED WITH THE EXERCISES. (GB)|

VT 013 499
JUBY, MARCUS, AND OTHERS
WELDING, INSTRUCTIONAL UNITS. PRELIMINARY DRAFT.

OKLAHOMA STATE BOARD FOR VOCATIONAL EDUCATION, STILLWATER. DIV. OF TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER, STATE DEPARTMENT OF VOCATIONAL AND TECHNICAL EDUCATION, 1515 WEST SIXTH AVENUE, STILLWATER, OKLAHOMA 74074 ($6.00).
PUB DATE - 71 260P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL EDUCATION; *WELDING; METALS; SECONDARY GRADES; ADULT EDUCATION; TESTS; *INSTRUCTIONAL MATERIALS

ABSTRACT - PREPARED BY AN INSTRUCTIONAL MATERIALS CENTER, THIS CURRICULUM GUIDE IS INTENDED TO ASSIST INSTRUCTORS IN IMPROVING WELDING INSTRUCTION IN VOCATIONAL EDUCATION WITHIN OKLAHOMA. EACH INSTRUCTIONAL UNIT INCLUDES OBJECTIVES, SUGGESTED ACTIVITIES, INFORMATION SHEETS, JOB SHEETS, TRANSPARENCY MASTERS, QUIZ, AND ANSWERS TO THE QUIZ, ALL COLOR CODED FOR EASE IN IDENTIFYING. MAJOR TOPICS ARE: (1) SAFETY AND ORIENTATION, (2) BLUEPRINT, (3) OXYACETYLENE WELDING, (4) ARC WELDING, (5) TIG WELDING, AND (6) MISCELLANEOUS. NUMEROUS ILLUSTRATIONS ARE USED THROUGHOUT. (AUTHOR/GEB)|

VT 013 504
FARIS, KAMIL J.;HAUSMANN, JOSEPH G.
REFRIGERATION II.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. VOCATIONAL-TECHNICAL CURRICULUM LAB.;PASSAIC COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOL, PATTERSON, N.J.
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($3.00).
PUB DATE - JUN71 281P.1971 REVISION.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *LESSON PLANS; *STUDY GUIDES; *REFRIGERATION; *INSTRUCTIONAL MATERIALS; *TECHNICAL EDUCATION; REFRIGERATION MECHANICS; HAND TOOLS; ILLUSTRATIONS

ABSTRACT - INDIVIDUALLY AUTHORED IN COOPERATION WITH RUTGERS UNIVERSITY, THIS STUDY GUIDE IS INTENDED FOR USE IN VOCATIONAL HIGH SCHOOLS AND ADULT EVENING PROGRAMS. THE MATERIAL CAN BE USED TO FOCUS ON SPECIFIC JOBS OR IN A CLUSTER APPROACH, AND IS DESIGNED AS A 1-YEAR COURSE. DEVELOPED AS A CONTINUATION OF ANOTHER GUIDE (VT 012 667, AIM SUMMER 1971), THE UNITS (9-15) INCLUDED IN THIS DOCUMENT COVER: (1) EXPANSION VALVES, (2) REFRIGERANTS, (3) PIPING, (4) FIXTURES, (5) INSULATION, (6) HEAT LOADS, AND (7) INSTALLATION AND SERVICE. NUMEROUS ILLUSTRATIONS ARE PRESENTED TO AID IN UNDERSTANDING THE TASKS SET FORTH AND UNIT ACHIEVEMENT TESTS ARE APPENDED. (GEB)|

VT 013 509
COLLICT, GEORGE;CARUSO, PATRICK
TECHNICAL GRAPHICS.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. VOCATIONAL-TECHNICAL CURRICULUM LAB.;MORRIS HILL HIGH SCHOOLS, ROCKAWAY, N.J. NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($3.00).
PUB DATE - JAN71 302P.

DESCRIPTORS - *INDUSTRIAL ARTS; *ENGINEERING GRAPHICS; *VOCATIONAL EDUCATION; *ORTHOGONAL PROJECTION; SECONDARY GRADES; DRAFTING; POST SECONDARY EDUCATION; DEFINITIONS; GEOMETRIC CONCEPTS; STUDY GUIDES; *WORKBOOKS; TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - PREPARED BY A DRAFTING INSTRUCTOR AND DEVELOPED AND TESTED

IN A DRAFTING DEPARTMENT, THIS WORKBOOK IS FOR STUDENT USE IN HIGH SCHOOL AND POST HIGH SCHOOL TECHNICAL DRAFTING COURSES. MAJOR UNITS INCLUDE: (1) WHAT IS TECHNICAL GRAPHICS? (2) LETTERING PRACTICES, (3) GEOMETRICAL CONSTRUCTIONS, (4) ORTHOGRAPHIC PROJECTION--"POINTS," "LINES," "PLANES," AND "SOLIDS," (5) SHORTEST DISTANCES, AND (6) INTERSECTIONS. SEVERAL LESSONS ARE INCLUDED WITH EACH UNIT, AND CONTAIN STATED PURPOSES, ILLUSTRATIONS, PROBLEMS, AND ASSIGNMENTS. LISTS OF DEFINITIONS AND FORMULAS ARE INCLUDED. (GEB)|

VT 013 511
AUTOMOTIVE MECHANICS, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA. DIV. OF CURRICULUM AND INSTRUCTION.
PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PITTSBURGH PUBLIC SCHOOLS, ADMINISTRATIVE BUILDING, BELLEFIELD AVENUE AT FORBES AVENUE, PITTSBURGH, PA. 15213 ($4.00, FOR LIBRARIES OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY, ORDERS MUST BE PREPAID--MAKE CHECKS PAYABLE TO PITTSBURGH BOARD OF PUBLIC EDUCATION).
PUB DATE - SEP68 103P.

DESCRIPTORS - *AUTO MECHANICS (OCCUPATION); *AUTO MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL EDUCATION; *CURRICULUM GUIDES; REFERENCE MATERIALS; ENGINES; RECORDKEEPING; *INSTRUCTIONAL MATERIALS

ABSTRACT - DEVELOPED BY A CURRICULUM STAFF, THIS PUBLICATION OUTLINES LEARNING PATTERNS WHICH MAY BE USED BY THE CREATIVE TEACHER IN OCCUPATIONAL EDUCATION IN THE AREA OF AUTO MECHANICS. GENERAL OBJECTIVES OF THE COURSE ARE TO HELP THE STUDENT TO DIAGNOSE AND TROUBLE-SHOOT AUTOMOTIVE PROBLEMS, TO LEARN TO SERVICE AUTOMOBILES, AND TO LEARN TO MAINTAIN ACCURATE RECORDS. THE RECOMMENDED TIME FOR THE COURSE IS 57 TO 72 WEEKS. SPECIFIC UNITS INCLUDE: (1) SHOP PRACTICES, (2) TIRE SERVICE, (3) BRAKES, (4) SUSPENSION, (5) STEERING SYSTEM, (6) STATE INSPECTION TECHNIQUES, (7) POWER TRAINS, (8) FUEL SYSTEM, (9) ELECTRICAL SYSTEM, AND (10) THE ENGINE. EACH UNIT CONTAINS SPECIFIC OBJECTIVES, LEARNING ACTIVITIES, AND REFERENCES. A BIBLIOGRAPHY IS INCLUDED. A RELATED DOCUMENT IS AVAILABLE IN THIS ISSUE AS VT 013 512. (GEB)|

VT 013 512
AUTOMOTIVE SERVICE, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA. DIV. OF CURRICULUM AND INSTRUCTION.
PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PITTSBURGH PUBLIC SCHOOLS, ADMINISTRATION BUILDING, BELLEFIELD AT FORBES AVENUE, PITTSBURGH, PA. 15213 ($4.00, FOR LIBRARIES OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY, MAKE CHECK PAYABLE TO THE PITTSBURGH BOARD OF PUBLIC EDUCATION--ORDERS MUST BE PREPAID).
PUB DATE - NOV68 83P.

DESCRIPTORS - *AUTO MECHANICS (OCCUPATION); *AUTO MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; SERVICE EDUCATION; VOCATIONAL EDUCATION; *CURRICULUM GUIDES; REFERENCE MATERIALS; *INSTRUCTIONAL MATERIALS; BIBLIOGRAPHIES

ABSTRACT - DEVELOPED BY A CURRICULUM STAFF, THIS PUBLICATION OUTLINES LEARNING PATTERNS WHICH MAY BE USED BY THE CREATIVE TEACHER IN OCCUPATIONAL EDUCATION IN THE AREA OF AUTOMOTIVE SERVICE. GENERAL OBJECTIVES OF THE COURSE ARE TO HELP THE STUDENT LEARN HOW TO ANALYZE AUTOMOTIVE DIFFICULTIES, DIRECT THE REPAIR OF AUTOMOBILES, DISPLAY MARKETABLE MECHANICAL SKILLS, AND INTERPRET HIS ACCOMPLISHMENTS. THE RECOMMENDED TIME FOR THE COURSE IS 62 TO 82 WEEKS, AND THE SUGGESTED TEXT IS "AUTOMOTIVE MECHANICS FUNDAMENTALS" BY MARTIN W. STOCKEL, PUBLISHED BY GOODHEART-WILLCOX CO., INC., HOMEWOOD, ILLINOIS. SPECIFIC UNITS INCLUDE: (1) PLANT, (2) GENERAL SERVICE, (3) LUBRICATION SERVICE, (4) ENGINE SERVICE, (5) ELECTRICAL SERVICE, (6) TIRE SERVICE, (7) BRAKE SERVICE, (8) EXHAUST SYSTEM, (9) SUSPENSION, AND (10) CLUTCHES. EACH UNIT CONTAINS SPECIFIC OBJECTIVES, LEARNING ACTIVITIES, AND REFERENCES. A BIBLIOGRAPHY AND AN APPENDIX ARE INCLUDED. A RELATED DOCUMENT IS AVAILABLE IN THIS ISSUE AS VT 013 511. (GEB)|

VT 013 513
SMALL GAS ENGINES I, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA. DIV. OF CURRICULUM AND INSTRUCTION.
PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION
MF AVAILABLE IN VT-ERIC SET.
PITTSBURGH PUBLIC SCHOOL, ADMINISTRATIVE BUILDING, BELLEFIELD AVENUE AT FORBES AVENUE, PITTSBURGH, PA. 15213 ($4.00, FOR LIBRARIES OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY, ORDER MUST BE PREPAID--MAKE CHECKS PAYABLE TO PITTSBURGH BOARD OF PUBLIC EDUCATION).
PUB DATE - SEP68 61P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *CURRICULUM GUIDES; *ENGINES; *AUTO MECHANICS; *AUTO MECHANICS (OCCUPATION); COURSE CONTENT; COURSE OBJECTIVES; COURSE ORGANIZATION; BIBLIOGRAPHIC CITATIONS; INSTRUCTIONAL MATERIALS

ABSTRACT - THIS COURSE OF STUDY HAS BEEN CONSTRUCTED TO DEVELOP A BASIC KNOWLEDGE OF THE THEORIES AND PRACTICES WHICH UNDERLIE ALL GASOLINE ENGINE REPAIR. BASICALLY, THE CURRICULUM IS DESIGNED TO PRESENT AN OVERVIEW OF ELEMENTARY KNOWLEDGE OF ENGINE REPAIR AND TO DEVELOP SKILLS WHICH WILL BE USED IN ENTRY LEVEL POSITIONS RELATED TO EMPLOYMENT IN THE SMALL GAS ENGINE MARKET. TOPICS ARE: (1) SHOP PRACTICES AND GENERAL SAFETY RULES, (2) PRINCIPLES OF SMALL GASOLINE ENGINE OPERATION, (3) FASTENERS, (4) COMMON TOOLS, (5) SMALL ENGINE DESIGN, FUNCTION, AND MECHANICS, (6) COOLING SYSTEM, (7) LUBRICATION SYSTEMS, (8) FUEL SYSTEMS, (9) ELECTRICAL SYSTEMS, AND (10) TROUBLE-SHOOTING AND REPAIR. THE CONTENT IS PRESENTED BY TOPICS FOR STUDY WITH SUGGESTED STUDENT LEARNING ACTIVITIES AND EVALUATING PROCEDURES. A BIBLIOGRAPHY IS APPENDED. A RELATED DOCUMENT, "SMALL GAS ENGINES II," IS AVAILABLE IN THIS ISSUE AS VT 013 514. (GB)|

VT 013 514
SMALL GAS ENGINES II, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA. DIV. OF CURRICULUM AND INSTRUCTION.
PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION
MF AVAILABLE IN VT-ERIC SET.
PITTSBURGH PUBLIC SCHOOL, ADMINISTRATIVE BUILDING, BELLEFIELD AVENUE AT FORBES AVENUE, PITTSBURGH, PA. 15213 ($4.00, FOR LIBRARIES OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY, ORDERS MUST BE PREPAID--MAKE CHECKS PAYABLE TO PITTSBURGH BOARD OF PUBLIC EDUCATION).
PUB DATE - AUG69 40P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *CURRICULUM GUIDES; *ENGINES; *AUTO MECHANICS; *AUTO MECHANICS (OCCUPATION); COURSE CONTENT; COURSE OBJECTIVES; COURSE ORGANIZATION; BIBLIOGRAPHIC CITATIONS; INSTRUCTIONAL MATERIALS

ABSTRACT - THIS COURSE OF STUDY HAS BEEN CONSTRUCTED TO DEVELOP A BASIC

KNOWLEDGE OF THE THEORIES AND PRACTICES OF ALL GASOLINE ENGINE REPAIR. BASICALLY, THE CURRICULUM IS DESIGNED TO PRESENT AN OVERVIEW OF ELEMENTARY KNOWLEDGE OF ENGINE REPAIR AND TO DEVELOP SKILLS WHICH WILL BE USED IN ENTRY LEVEL POSITIONS RELATED TO EMPLOYMENT IN THE SMALL GAS ENGINE MARKET. TOPICS ARE: (1) CONSTRUCTION OF MULTIPLE CYLINDER ENGINES, (2) ORDERING AND STOCKING OF PARTS, (3) DRIVE SYSTEMS, (4) CLUTCH, (5) TRANSMISSION, AND (6) PRODUCT SERVICES. THE CONTENT IS PRESENTED BY TOPICS FOR STUDY WITH SUGGESTED STUDENT LEARNING ACTIVITIES AND EVALUATING PROCEDURES. A BIBLIOGRAPHY IS APPENDED. A RELATED DOCUMENT, "SMALL GAS ENGINES I," IS AVAILABLE IN THIS ISSUE AS VT 013 513. (GB)|

VT 013 523
CURRICULUM GUIDE FOR VOCATIONAL ELECTRONICS, GRADES 11 AND 12.

CHICAGO BOARD OF EDUCATION, ILL.
MF AVAILABLE IN VT-ERIC SET.
BOARD OF EDUCATION OF THE CITY OF CHICAGO, DEPARTMENT OF CURRICULUM, 228 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60601 ($3.50).
PUB DATE - 67 128P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; *ELECTRONICS; *CURRICULUM GUIDES; VOCATIONAL EDUCATION; GRADE 11; GRADE 12; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; BIBLIOGRAPHIES

ABSTRACT - PREPARED WITH THE HELP OF AN ADVISORY COMMITTEE, THIS CURRICULUM GUIDE IS FOR INSTRUCTOR USE IN TEACHING VOCATIONAL ELECTRONICS IN GRADES 11 AND 12. SPECIFIC UNITS INCLUDED FOR GRADE 11 ARE: (1) USE OF TOOLS, (2) PARTS IDENTIFICATION, (3) DIRECT CURRENT, ALTERNATING CURRENT, AND MAGNETIC CIRCUITS, (4) POWER SUPPLIES, AMPLIFIERS, TRANSMITTERS, AND RECEIVERS. UNITS FOR GRADE 12 INCLUDE: (1) NONSINUSOIDAL GENERATORS, (2) WAVESHAPERS, (3) TRANSDUCERS, (4) ELECTRONIC CONTROLS, AND (5) SYNCHROS AND SERVOS. THE UNITS ARE ORGANIZED TO PRESENT A LOGICAL PROGRESSION OF ELECTRONIC THEORY AND PRACTICAL SHOP ASSIGNMENTS, AND CONTAIN STATEMENTS FOR UNDERSTANDINGS, AN OUTLINE OF CONTENT, SUGGESTED LEARNING EXPERIENCES, A DEVELOPMENTAL VOCABULARY, AND A LIST OF RESOURCE MATERIALS. A BIBLIOGRAPHY OF BOOKS, FILMS, FILMSTRIPS, AND TRANSPARENCIES IS INCLUDED. (GEB)|

VT 013 526
CURRICULUM GUIDE FOR VOCATIONAL ARCHITECTURAL DRAFTING, GRADES 11 AND 12.

CHICAGO BOARD OF EDUCATION, ILL.
MF AVAILABLE IN VT-ERIC SET.
BOARD OF EDUCATION OF THE CITY OF CHICAGO, DEPARTMENT OF CURRICULUM, 228 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60601 ($3.50).
PUB DATE - 68 259P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ARCHITECTURAL DRAFTING; RESOURCE MATERIALS; BIBLIOGRAPHIES; REFERENCE MATERIALS; *SECONDARY GRADES; VOCATIONAL EDUCATION; TECHNICAL ILLUSTRATION

ABSTRACT - COMPILED BY TEACHERS AND SUPERVISORS, THIS CURRICULUM GUIDE IS DESIGNED TO ACQUAINT TEACHERS WITH THE OBJECTIVES OF THE VOCATIONAL ARCHITECTURAL DRAFTING PROGRAM IN HIGH SCHOOLS AND TO PRESENT WAYS OF IMPLEMENTING METHODS AND TECHNIQUES OF INSTRUCTION. THE MATERIAL IS DESIGNED IN A FLEXIBLE MANNER SO THAT INDIVIDUAL TEACHERS CAN USE IT TO BEST MEET THEIR INTERESTS, GOALS, AND NEEDS OF THE STUDENTS. FOUR MAJOR DIVISIONS ARE: (1) CONSTRUCTION DETAILS, (2) ARCHITECTURAL DESIGN: RESIDENTIAL, (3) PRESENTATION DRAWING, AND (4) ARCHITECTURAL DESIGN: INTERMEDIATE BUILDINGS. SEVERAL UNITS ARE DETAILED UNDER EACH DIVISION, AND EACH UNIT CONTAINS STATEMENTS FOR STUDENT UNDERSTANDING, AN OUTLINE OF CONTENT, SUGGESTED LEARNING

EXPERIENCES, DISCUSSION, DEVELOPMENTAL VOCABULARY, AND SUGGESTED RESOURCE MATERIALS. THIS GUIDE, ILLUSTRATED WITH DRAWINGS AND PICTURES, IS FOR USE OVER A 2-YEAR PERIOD. A BIBLIOGRAPHY WHICH INCLUDES BOOKS, AN EXTENSIVE FILM LIST, SUGGESTED SLIDES, AND CATALOG AND BULLETIN LISTS IS PROVIDED. (GEB)|

VT 013 527
CURRICULUM GUIDE FOR VOCATIONAL MACHINE DRAFTING. GRADES 11 AND 12.

CHICAGO BOARD OF EDUCATION, ILL.
MF AVAILABLE IN VT-ERIC SET.
BOARD OF EDUCATION OF THE CITY OF CHICAGO, DEPARTMENT OF CURRICULUM, 228 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60601 ($4.50).
PUB DATE - 68 319P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *DRAFTING; *CURRICULUM GUIDES; *TEACHING GUIDES; *VOCATIONAL EDUCATION; RESOURCE MATERIALS; BIBLIOGRAPHIES; SECONDARY GRADES; ORTHOGONAL PROJECTION; ENGINEERING DRAWING

ABSTRACT - DEVELOPED FOR USE IN THE CHICAGO PUBLIC SCHOOLS, THIS CURRICULUM GUIDE PROVIDES AN AID TO THE TEACHER IN KEEPING STUDENTS ABREAST OF MODERN TECHNOLOGICAL PRACTICES IN MACHINE DRAFTING. THE COURSE IS DESIGNED FOR A 2-YEAR PERIOD, WITH GRADES 11 AND 12 AS THE SUGGESTED LEVEL. THE MATERIAL FOR THE FIRST 18 UNITS COVERS SKETCHING, TECHNICAL ILLUSTRATIONS, TECHNIQUES, MATHEMATICS, STRENGTH OF MATERIALS, AND DESIGN AND PRACTICE. THE LAST 13 UNITS ARE MORE CONCERNED WITH SPECIFIC AREAS SUCH AS GEARS, MECHANICAL DEVICES AND LINKAGE, TOOL AND DIES, AND FUNCTIONAL DRAFTING. EACH UNIT CONTAINS STATEMENTS FOR STUDENT UNDERSTANDINGS, AN OUTLINE OF CONTENT, SUGGESTED LEARNING EXPERIENCES, A DEVELOPMENTAL VOCABULARY, AND SUGGESTED RESOURCE MATERIALS. A BIBLIOGRAPHY OF BOOKS, CATALOGS, PAMPHLETS, AND FILMS IS INCLUDED. (GEB)|

VT 013 531
COSMETOLOGY 1 AND 2, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA. DIV. OF CURRICULUM AND INSTRUCTION.
PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION
MF AVAILABLE IN VT-ERIC SET.
PITTSBURGH PUBLIC SCHOOLS, ADMINISTRATION BUILDING, BELLEFIELD AVENUE AT FORBES AVENUE, PITTSBURGH, PA. 15213 ($5.00, FOR LIBRARIES OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY, ORDERS MUST BE PREPAID -MAKE CHECKS PAYABLE TO PITTSBURGH BOARD OF PUBLIC EDUCATION).
PUB DATE - NOV68 171P.

DESCRIPTORS - *CURRICULUM GUIDES; *COSMETOLOGISTS; *TRADE AND INDUSTRIAL EDUCATION; SERVICE OCCUPATIONS; BEHAVIORAL OBJECTIVES; LEARNING ACTIVITIES; CURRICULUM PLANNING

ABSTRACT - DEVELOPED BY A CURRICULUM COMMITTEE, THIS COURSE OF STUDY IS FOR TEACHER USE IN PLANNING A 2-YEAR (1,250 HOUR) COSMETOLOGY PROGRAM. UNITS IN COSMETOLOGY I STRESS: (1) SAFETY AND SANITARY PROCEDURES, (2) PROCEDURES IN MANICURING AND PEDICURING, (3) SHAMPOOING AND TREATMENT OF THE SCALP, (4) HAIRSTYLING PROCEDURES, (5) ANATOMY, (6) EFFECTS OF CHEMICAL HAIR STYLING AND TINTING, (7) COMPREHENSION OF MYOLOGY AND DERMATOLOGY, (8) APPLICATION OF COSMETICS, AND (9) PRACTICES FOR PROMOTING CUSTOMER RELATIONSHIPS AND SERVICES. UNITS IN COSMETOLOGY II STRESS: (1) SHOP MANAGEMENT, (2) SKELETAL, CIRCULATORY, AND MUSCULAR SYSTEMS OF THE BODY, (3) USE OF CHEMICALS, (4) ADVANCED METHODS OF HAIRSTYLING, (5) USE OF ELECTRICITY FOR THERAPEUTIC AND BEAUTIFYING PURPOSES, AND (6) REQUIREMENTS FOR STATE BOARD EXAMINATION. THE UNITS CONTAIN BEHAVIORAL OBJECTIVES, CONTENT MATTER USUALLY IN THE FORM

OF GENERALIZATIONS, LEARNING ACTIVITIES, EVALUATIVE PROCEDURES, AND REFERENCES. (SB)|

VT 013 532
DUPLICATION PROCESSES, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA. DIV. OF CURRICULUM AND INSTRUCTION.
PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION
MF AVAILABLE IN VT-ERIC SET.
PITTSBURGH PUBLIC SCHOOLS, ADMINISTRATION BUILDING, BELLEFIELD AVENUE AT FORBES AVENUE, PITTSBURGH, PA. 15213 ($4.00, FOR LIBRARIES OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY, ORDERS MUST BE PREPAID--MAKE CHECKS PAYABLE TO PITTSBURGH BOARD OF PUBLIC EDUCATION).
PUB DATE - NOV68 66P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; *GRAPHIC ARTS; *PRINTING; *PHOTOGRAPHY; INDUSTRIAL ARTS; BIBLIOGRAPHIES; RESOURCE MATERIALS; INSTRUCTIONAL MATERIALS; VOCATIONAL EDUCATION

ABSTRACT - DEVELOPED BY A CURRICULUM COMMITTEE, THIS CURRICULUM GUIDE PROVIDES FUNDAMENTAL CONCEPTS UPON WHICH TEACHERS CAN BUILD THEIR OCCUPATIONAL EDUCATIONAL COURSE OF DUPLICATION PROCESSES. THE GENERAL OBJECTIVES OF THIS COURSE ARE TO HELP THE STUDENT DISPLAY ENTRY-LEVEL SKILL IN OFFSET DUPLICATION, INTERPRET DESIRABLE WORK HABITS AND PERSONALITY TRAITS, AND DEMONSTRATE SELF-DIRECTION BY USING THE PROBLEM-SOLVING APPROACH. THIS 36 WEEK COURSE PROVIDES INSTRUCTION IN THE FOLLOWING AREAS: (1) LAYOUT AND DESIGN, (2) COLD TYPE COMPOSITION, (3) CAMERAWORK, (4) STRIPPING NEGATIVES, (5) PLATEMAKING, (6) INK AND PAPER, (7) OFFSET PRESSWORK, (8) PHOTOCOPYING, AND (9) BINDERY. EACH UNIT HAS SPECIFIC OBJECTIVES, LEARNING ACTIVITIES, AND SUGGESTED REFERENCES. A BIBLIOGRAPHY AND AN APPENDIX OF RESOURCE MATERIALS ARE INCLUDED. (GEB)|

VT 013 547
INDUSTRIAL WOODWORKING, AN INSTRUCTIONAL GUIDE.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 68 121P.

DESCRIPTORS - *WOODWORKING; *INDUSTRIAL ARTS; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL EDUCATION; CONSTRUCTION (PROCESS); PATTERNMAKING; MASONRY; SCHOOL SAFETY; TESTS; INSTRUCTIONAL MATERIALS

ABSTRACT - DEVELOPED BY TEACHER-SUPERVISOR COMMITTEES, THIS GUIDE IS FOR TEACHER USE IN PLANNING DAY-TO-DAY INSTRUCTION IN INDUSTRIAL WOODWORKING. PRESENTED IN A 2-COLUMN FORMAT, THIS MATERIAL IS FOR USE OVER A PERIOD OF SIX SEMESTERS AND INCLUDES INDUSTRIAL WOODWORKING FOR BOTH INDUSTRIAL ARTS AND INDUSTRIAL OCCUPATIONS. MAJOR AREAS INCLUDE: (1) BASIC WOODWORKING PRINCIPLES SUCH AS FASTENERS, CUTTING TOOLS, MACHINES, ETC., (2) HOUSE CONSTRUCTION, (3) MASONRY, (4) PATTERNMAKING, AND (5) UPHOLSTERY. A SERIES OF GENERAL INFORMATION UNITS, A LIST OF SAFETY RULES, AND A SIMPLE SAFETY TEST ARE INCLUDED. (GEB)|

VT 013 639
THE TRAINING OF ELECTRICIANS, ELECTRICAL FITTERS' AND MECHANICAL FITTERS' MATES IN ELECTRICITY BOARDS CONCERNED WITH DISTRIBUTION. RECOMMENDATION 23.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, LONDON (ENGLAND).
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - MAY71 14P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *MECHANICAL SKILLS; *COURSE CONTENT; *ELECTRICAL OCCUPATIONS;

JOB TRAINING; SERVICE OCCUPATIONS; SERVICE EDUCATION

ABSTRACT - THE 22 RECOMMENDATIONS INCLUDED IN THIS DOCUMENT ARE LISTED UNDER EIGHT CATEGORIES, INCLUDING: (1) OCCUPATIONAL DESCRIPTION, (2) OBJECTIVES, (3) RECRUITMENT, (4) PATTERN OF TRAINING, (5) INDUCTION AND INTRODUCTORY TRAINING, (6) SPECIALIZED TRAINING, (7) ASSOCIATED THEORY AND RELATED KNOWLEDGE, AND (8) MONITORING OF TRAINING. APPENDIX I INCLUDES AN OUTLINE OF AN INTRODUCTORY COURSE, AND APPENDIXES II-IV OUTLINE A FORMAL COURSE FOR THE OCCUPATION OF ELECTRICIAN'S MATE, ONE FOR THE ELECTRICAL FITTER'S MATE, AND ONE FOR THE OCCUPATION OF MECHANICAL FITTER'S MATE. (GEB)|

VT 013 659
LANGSTON, LESLIE V.
DEVELOPMENT OF ILLUSTRATIVE VISUAL AIDS FOR TEACHING DRAFTING PRINCIPLES TO THE SLOW LEARNER.

EASTERN NEW MEXICO UNIV., ROSWELL. NEW MEXICO OCCUPATIONAL RESEARCH AND DEVELOPMENT COORDINATING UNIT, SANTA FE
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - SEP70 44P.

DESCRIPTORS - *DRAFTING; *ORTHOGONAL PROJECTION; *VOCATIONAL EDUCATION; *VISUAL AIDS; *SLOW LEARNERS; INDUSTRIAL ARTS; SECONDARY EDUCATION; POST SECONDARY EDUCATION; RESOURCE MATERIALS; INSTRUCTIONAL MATERIALS

ABSTRACT - DEVELOPED BY A DRAFTING INSTRUCTOR WORKING UNDER A CONTRACT FOR A MINI-GRANT, THIS DOCUMENT REPORTS VARIOUS VISUAL AIDS THAT MIGHT BE USED FOR TEACHING DRAFTING PRINCIPLES TO SLOW LEARNERS IN VOCATIONAL-TECHNICAL EDUCATION. THE OBJECTS ARE INTENDED FOR TEACHING THE PRINCIPLES OF ORTHOGRAPHIC, ISOMETRIC, AND OBLIQUE PROJECTION. TEN DIFFERENT VISUAL AID PROJECTS WERE DEVELOPED AND SUFFICIENT INFORMATION IS INCLUDED TO ALLOW OTHER INSTRUCTORS TO DUPLICATE THEM. A RESOURCE LIST FOR SUPPLIES IS INCLUDED. (GEB)|

VT 013 745
AIRCRAFT ALTERATIONS; ACCEPTABLE METHODS, TECHNIQUES, AND PRACTICES.

FEDERAL AVIATION ADMINISTRATION, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
AC43.13-2
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 ($2.00; TD 4.28:969 SUBSCRIPTION-ORDER SEPARATELY).
PUB DATE - MAY69 125P.1969 REVISION

DESCRIPTORS - *AVIATION TECHNOLOGY; *TECHNICAL EDUCATION; *TECHNIQUES; *METHODS; *INSTRUCTIONAL MATERIALS; AVIATION MECHANICS; VOCATIONAL EDUCATION; ILLUSTRATIONS; SUPPLEMENTARY TEXTBOOKS
IDENTIFIERS - *AIRCRAFT ALTERATIONS

ABSTRACT - THIS ADVISORY CIRCULAR CONTAINS METHODS, TECHNIQUES, AND PRACTICES ACCEPTABLE TO THE FEDERAL AVIATION AGENCY ADMINISTRATOR FOR USE IN ALTERING CIVIL AIRCRAFT. MAJOR TOPICS INCLUDE: (1) STRUCTURAL DATA, (2) RADIO INSTALLATIONS, (3) ANTENNA INSTALLATIONS, (4) ANTICOLLISION AND SUPPLEMENTARY LIGHT INSTALLATIONS, (5) SKI INSTALLATIONS, (6) OXYGEN SYSTEM INSTALLATIONS, (7) ROTORCRAFT EXTERNAL-LOAD DEVICE INSTALLATIONS, (8) GLIDER AND BANNER TOW-HITCH INSTALLATIONS, (9) SHOULDER HARNESS INSTALLATION, AND (10) BATTERY INSTALLATIONS. THE DOCUMENT IS ILLUSTRATED WITH NUMEROUS PICTURES AND LINE DRAWINGS. FOUR SUPPLEMENTARY DOCUMENTS, ADVISORY CIRCULAR CHANGE NUMBERS 7-10, ARE ATTACHED. (GEB)|

VT 013 750
COSMETOLOGY AND THE PHYSICALLY HANDICAPPED; COURSES AND OBJECTIVES.

CALIFORNIA UNIV., LOS ANGELES. DIV. OF VOCATIONAL EDUCATION.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 46P.

DESCRIPTORS - *COSMETOLOGY; COURSE CONTENT; *JOB TRAINING; *PHYSICALLY HANDICAPPED; INSTRUCTIONAL MATERIALS; PUBLIC SCHOOLS; *VOCATIONAL EDUCATION; *CURRICULUM GUIDES; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - PARACOSMETOLOGISTS

ABSTRACT - DEVELOPED BY AN INSERVICE EDUCATION GROUP, THIS CURRICULUM GUIDE IS INTENDED TO AID COSMETOLOGY INSTRUCTORS IN PRESENTING PARA-COSMETOLOGY COURSES FOR THE PHYSICALLY HANDICAPPED. JOB DESCRIPTIONS, ESTIMATED INSTRUCTIONAL TIMES, AND INSTRUCTIONAL PERFORMANCE GOALS ARE PRESENTED FOR THE PARA-COSMETOLOGIST OCCUPATIONS OF: (1) DISPENSARY CLERK, (2) ELECTROLOGIST, (3) MAKE-UP SPECIALIST, (4) MANICURIST, (5) RECEPTIONIST, (6) WIG MAKER, AND (7) WIG STYLIST. A LIST OF THE WORKSHOP'S PARTICIPANTS IS APPENDED. (GEB)|

VT 013 751
HOGARD, R.W.
A GUIDE TO HELP THE STUDENT STUDY.

BLACKHAWK TECH, JANESVILLE, WIS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 2APR71 11P.

DESCRIPTORS - *VOCATIONAL EDUCATION; TECHNICAL EDUCATION; *STUDY GUIDES; RESOURCE MATERIALS; *STUDY HABITS; *STUDY SKILLS; STUDENT NEEDS; *READING SKILLS; TESTING

ABSTRACT - INCLUDED IN THIS HANDBOOK ARE SUGGESTIONS FOR IMPROVING THE STUDY HABITS OF VOCATIONAL AND TECHNICAL STUDENTS. ARRANGED IN OUTLINE FORMAT, THE HANDBOOK INCLUDES SECTIONS ON: (1) PLANNING YOUR WORK, (2) IMPROVING YOUR READING ABILITY, (3) MASTERING THE TEXTBOOK ASSIGNMENT - THE P-Q-R-S-T METHOD, (4) IMPROVING YOUR MEMORY, (5) INCREASING YOUR ABILITY TO CONCENTRATE, (6) PREPARING FOR AND TAKING EXAMINATIONS, (7) TAKING LECTURE NOTES, (8) REDUCING READING AND STUDY HANDICAPS, AND (9) APPLY WHAT YOU LEARN. TEACHERS IN ALL SERVICE AREAS MAY WANT TO ADOPT THIS GUIDE FOR THEIR STUDENTS. (JS)|

VT 013 752 ED 055 168
HARRIS, WILBERT, AND OTHERS
HANDBOOK FOR COORDINATORS OF INDUSTRIAL COOPERATIVE TRAINING IN VIRGINIA'S PUBLIC SCHOOLS.

VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND. TRADE AND INDUSTRIAL EDUCATION SERVICE.
EDRS PRICE MF-$.65 HC-$3.29.
STATE DEPARTMENT OF EDUCATION, PUBLIC INFORMATION DIVISION, NINTH STREET OFFICE BUILDING, RICHMOND, VIRGINIA 23216 ($.75)
PUB DATE - JAN71 98P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *GUIDES; *COOPERATIVE EDUCATION; PROGRAM EVALUATION; SECONDARY EDUCATION; ADVISORY COMMITTEES; RESPONSIBILITY; CURRICULUM DEVELOPMENT; EDUCATIONAL FACILITIES; TEACHING TECHNIQUES; YOUTH CLUBS; GRADING; INSTRUCTOR COORDINATORS

ABSTRACT - DESIGNED AS AN ADMINISTRATIVE GUIDE FOR INDUSTRIAL COOPERATIVE TRAINING (ICT) COORDINATORS, THIS HANDBOOK WAS ASSEMBLED TO PROVIDE MUCH OF THE INFORMATION NEEDED TO OPERATE A SUCCESSFUL PROGRAM. THE GUIDE INCLUDES THE POLICIES OF THE TRADE AND INDUSTRIAL EDUCATION SERVICE, CURRICULUM OUTLINES, DUTIES AND RESPONSIBILITIES OF THE COORDINATOR AND SUCCESSFUL OPERATIONAL TECHNIQUES. MAJOR SECTIONS OF THE DOCUMENT INCLUDE: (1) THE ICT COORDINATOR, (2) STATE REGULATION, (3) ADVISORY COMMITTEE, (4) THE CLASSROOM, (5) SELECTING TRAINING AGENCIES, (6) SUPERVISING STUDENTS ON THE JOB, AND (7) THE HIGH SCHOOL ADMINISTRATOR'S RESPONSIBILITIES. ALSO INCLUDED ARE CHECKLISTS USEFUL

IN EVALUATING PROGRAMS. (JS)

VT 013 753
HOGARD, R.W.
HOW TO GET A JOB. PART 2: THE PERSONAL DATA SHEET.

BLACKHAWK TECH, JANESVILLE, WIS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 15MAR71 29P.

DESCRIPTORS - VOCATIONAL EDUCATION; *INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; *JOB APPLICATION; *DATA SHEETS; LETTERS (CORRESPONDENCE); *OCCUPATIONAL GUIDANCE; TEACHER GUIDANCE; *TEACHING GUIDES

ABSTRACT - DEVELOPED TO TEACH STUDENTS THE PROCEDURES OF FINDING EMPLOYMENT, THIS GUIDE STRESSES THE IMPORTANCE AND USE OF THE LETTER OF APPLICATION, THE PERSONAL DATA SHEET, AND THE APPLICATION FORM. SPECIFIC TOPICS INCLUDE: (1) HOW TO FIND OUT ABOUT JOBS, (2) HOW TO DEVELOP YOUR LETTER, AND (3) HOW TO PICK AN EMPLOYER YOU WANT TO WORK FOR. ALSO INCLUDED ARE SAMPLE FORMS OF LETTERS OF APPLICATION, DATA SHEETS, AND EMPLOYMENT APPLICATIONS. (JS)|

VT 013 758
CASEY, JAMES P.;GAGE, GEORGE J., ED.
SCREEN PROCESS PRINTING.

CALIFORNIA UNIV., LOS ANGELES. DIV. OF VOCATIONAL EDUCATION.;CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 114P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *INDUSTRIAL ARTS; *GRAPHIC ARTS; CURRICULUM GUIDES; *TEACHING GUIDES; *INSTRUCTIONAL MATERIALS; REFERENCE MATERIALS

ABSTRACT - DEVELOPED BY AN IN-SERVICE EDUCATION GROUP OF STATE AND LOCAL EDUCATORS, THIS TEACHING GUIDE IS FOR INSTRUCTORS OF INDUSTRIAL ARTS AND VOCATIONAL EDUCATION GRAPHIC ARTS COURSES. IT IS INTENDED AS A REFERENCE TEXT FOR PRINT SHOP INSTRUCTORS WHO WISH TO INTRODUCE THE SCREEN PRINTING PROCESSES IN THEIR COURSES OF INSTRUCTION OR TO UPDATE THEIR KNOWLEDGE OF THIS SEGMENT OF THE GRAPHIC ARTS INDUSTRY. TOPICS INCLUDE: (1) SCREEN FABRICS, (2) SCREEN PRINTING INKS, (3) THE SQUEEGEE: TYPES AND USES, (4) DIRECT SCREEN PROCESS PRINTING PLATE, (5) THE PROCEDURE FOR MAKING A DIRECT CONTACT PHOTO SCREEN, (6) INTRODUCTION TO CARBON TISSUE PHOTO STENCILS, (7) SCREEN PRINTING: TIPS AND TECHNIQUES, AND (8) SOLUTIONS TO PROBLEMS ENCOUNTERED IN PRINTING. AN APPENDIX CONTAINING SAMPLE SCREENED ITEMS AND A BIBLIOGRAPHY ARE INCLUDED. (GEB)|

VT 013 773
TRAINING COURSE FOR POWER OPERATION PERSONNEL, LESSONS I-XII.

DEPARTMENT OF THE INTERIOR, DENVER, COLO. ENGINEERING AND RESEARCH CENTER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 70 932P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; *VOCATIONAL EDUCATION; *ELECTRICITY; *KINETICS; MAINTENANCE; UTILITIES; JOB TRAINING; POST TESTING; OBJECTIVE TESTS; GRAPHS; CHARTS
IDENTIFIERS - POWER OPERATION PERSONNEL

ABSTRACT - DEVELOPED FOR THE DEPARTMENT OF THE INTERIOR BUREAU OF RECLAMATION, THIS SERIES OF LESSONS MAKE UP AN EXTENSIVE TRAINING COURSE FOR POWER OPERATION PERSONNEL. THE 12 LESSON TOPICS INCLUDE: (1) HYDROELECTRIC POWER, (2) HYDRAULIC TURBINES, (3) GOVERNORS FOR HYDRAULIC TURBINES, (4) ALTERNATORS AND ALTERNATING CURRENT GENERATORS, (5) ALTERNATING CURRENT GENERATOR COMPONENTS, EXCITATION, EXCITATION CONTROL, (6) SYNCHRONIZATION AND LOAD CONTROL, (7) SUBSTATIONS, TRANSFORMERS, CIRCUIT BREAKERS AND REGULATORS, (8) PROTECTIVE RELAYING, (9) TRANSMISSION LINES AND THEIR

OPERATION, AND (10) INTERCONNECTED SYSTEM OPERATION. EACH LESSON IS CONTAINED IN AN INDIVIDUAL BOOKLET, INCLUDES A COMPLETE DISCUSSION, AND IS ILLUSTRATED WITH CHARTS AND GRAPHS. AN OBJECTIVE POST TEST WITH ANSWERS IS PROVIDED FOR EACH LESSON. (GEB)|

VT 013 850
ZAKALUK, ROBERT
RELATED INFORMATION FOR PRINTERS, VOLUME 1.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.;MIDDLESEX COUNTY AREA VOCATIONAL TECHNICAL SCHOOL, NEW BRUNSWICK, N.J.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
CURRICULUM LABORATORY, VOCATIONAL-TECHNICAL EDUCATION DEPT., BUILDING 4103 - KILMER CAMPUS, RUTGERS UNIVERSITY NEW BRUNSWICK, NEW JERSEY 08903 ($1.50)
PUB DATE - ND 55P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *INDUSTRIAL EDUCATION; *STUDY GUIDES; *PRINTING; *CHEMISTRY; HIGH SCHOOL STUDENTS; SECONDARY EDUCATION; GRAPHIC ARTS; INSTRUCTIONAL MATERIALS; BIBLIOGRAPHIES; GLOSSARIES

ABSTRACT - DEVELOPED BY A COMMITTEE OF PRINTING INSTRUCTORS, THIS MANUAL IS FOR STUDENT USE IN LEARNING RELATED INFORMATION FOR PRINTERS. IT WAS INTENDED TO EXPLAIN TO VOCATIONAL HIGH SCHOOL STUDENTS SOME OF THE CHEMISTRY OF PRINTING SO THAT THEY MIGHT DO THEIR WORK MORE CAREFULLY AND MORE KNOWLEDGEABLY. THE SIX UNITS, WITH VARIOUS LESSONS INCLUDED UNDER EACH, ARE: (1) PAPER, (2) INK, (3) MATERIAL, (4) PH FOR PRESSMAN, (5) PHOTOGRAPHY, AND (6) PLATEMAKING. EACH LESSON INCLUDES STATED OBJECTIVES, RELATED INFORMATION, TERMS, QUESTIONS, AND SUGGESTIONS FOR THINGS TO DO. A GLOSSARY OF TERMS AND A BIBLIOGRAPHY ARE INCLUDED. (GEB)|

VT 013 860
RAYMOND, L.E., AND OTHERS
INTRODUCTION TO WOOD FINISHING.

HUGHSON UNION HIGH SCHOOL, CALIF.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 24P.

DESCRIPTORS - *INDUSTRIAL ARTS; *WOODWORKING; *FINISHING; *LEARNING ACTIVITY PACKAGES; *INSTRUCTIONAL MATERIALS; INDIVIDUALIZED INSTRUCTION; EDUCATIONAL OBJECTIVES; PRETESTS; BIBLIOGRAPHIES
IDENTIFIERS - *LEARNING ACTIVITY PACKAGES; LAPS

ABSTRACT - DEVELOPED UNDER A TITLE III PROJECT, THIS LEARNING PACKET IS FOR STUDENT USE IN LEARNING THE PRINCIPLES OF WOOD FINISHING. THE PRIMARY IDEA IS TO INSTRUCT THE STUDENT SO HE WILL BE ABLE BOTH TO PROPERLY PREPARE THE PROJECT OR MATERIAL FOR FINISHING AND DETERMINE ALL TYPES OF FINISHES THAT ARE SUITABLE FOR WOOD FINISHING. THIS PACKET CONTAINS STATED INSTRUCTIONAL OBJECTIVES, A PRETEST, ACTIVITIES, STUDY QUESTIONS, A FINAL EXAMINATION, AND A BIBLIOGRAPHY. THIS ACTIVITY LEARNING PACKET IS DESIGNED SO THAT STUDENTS MAY LEARN AT THEIR OWN RATE AND SO THAT THEY WILL BE AWARE OF THE INSTRUCTIONAL OBJECTIVES. (GEB)|

VT 013 861
EATON, GARTH, COMP., AND OTHERS
SHOP ORIENTATION, JOINT VENTURE.

HUGHSON UNION HIGH SCHOOL, CALIF.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 25P.

DESCRIPTORS - *INDUSTRIAL ARTS; *SCHOOL SHOPS; *ORIENTATION; *LEARNING ACTIVITIES; *INSTRUCTIONAL MATERIALS; INDIVIDUALIZED INSTRUCTION; SCHOOL SAFETY; EDUCATIONAL OBJECTIVES; BEHAVIORAL OBJECTIVES; PRETESTS; BIBLIOGRAPHIES
IDENTIFIERS - *LEARNING ACTIVITY PACKAGES; LAPS

ABSTRACT - DEVELOPED UNDER A TITLE III PROJECT, THIS LEARNING PACKET IS FOR STUDENT USE IN LEARNING INFORMATION REGARDING SHOP ORIENTATION. THE PRIMARY PURPOSE IS TO FAMILIARIZE THE STUDENT WITH SHOP PROCEDURES AND SAFETY PRACTICES WHICH SHOULD BE OBSERVED WHILE WORKING IN THE WOODSHOP, AND THE SECONDARY PURPOSE IS TO MAKE THE STUDENT AWARE OF GENERAL REGULATIONS, PRECAUTIONS, CONDUCT, FIRE PREVENTION, CLEAN-UP PROCEDURES AND SAFETY RULES. THE CONTENTS INCLUDE: (1) STATED INSTRUCTIONAL OBJECTIVES, (2) A PRE-TEST, (3) SEGMENT EXAM, (4) REQUIRED ACTIVITIES, (5) INSTRUCTIONAL SHEETS, (6) A LIST OF SHOP RULES, (7) ANSWERS TO THE PRETEST AND SEGMENT EXAMS, (8) A FINAL EXAMINATION, AND (9) A BIBLIOGRAPHY. THIS LEARNING ACTIVITY PACKET IS DESIGNED SO THAT STUDENTS MAY LEARN AT THEIR INDIVIDUAL RATES, AND MAY GAIN AN UNDERSTANDING OF THE INSTRUCTIONAL OBJECTIVES. (GEB)|

VT 013 862
LAUKKANEN, WALTER
GEOMETRY OF SHEET METAL DRAWING. CONSTRUCTION TRADES: SHEET METAL NO. 4. GEOMETRY OF SHEET METAL LAYOUT.

HUGHSON UNION HIGH SCHOOL, CALIF.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL69 25P.

DESCRIPTORS - *INDUSTRIAL ARTS; *SHEET METAL WORK; *GEOMETRIC CONCEPTS; *DRAFTING; *LEARNING ACTIVITIES; INSTRUCTIONAL MATERIALS; INDIVIDUALIZED INSTRUCTION; EDUCATIONAL OBJECTIVES; PRETESTS; BIBLIOGRAPHIES
IDENTIFIERS - *LEARNING ACTIVITY PACKAGES; LAPS

ABSTRACT - DEVELOPED UNDER A TITLE III PROJECT FOR A JUNIOR COLLEGE AND A LOCAL SCHOOL DISTRICT, THIS PACKET IS FOR STUDENT USE IN LEARNING ABOUT THE SHEET METAL PHASE OF THE CONSTRUCTION TRADES. THIS UNIT, WITH AN AVERAGE COMPLETION TIME OF 10 DAYS, IS CONCERNED WITH INTRODUCING GEOMETRIC DRAWING TO THE STUDENT AND GIVING HIM INFORMATION ON FREQUENTLY USED GEOMETRICAL CONSTRUCTION. CONTENTS INCLUDE: (1) THE STATED IDEAS, (2) STATED INSTRUCTIONAL OBJECTIVES, (3) A PRETEST WITH ANSWERS PROVIDED, (4) ACTIVITIES, (5) INSTRUCTION SHEETS, (6) AN EVALUATION TEST, AND (7) A BIBLIOGRAPHY. THIS ACTIVITY LEARNING PACKET IS PREPARED SO THAT STUDENTS MAY WORK AT THEIR OWN RATE AND MAY BE AWARE OF THE INSTRUCTIONAL OBJECTIVES. THE MATERIAL IS ILLUSTRATED WITH LINE DRAWINGS AND CARTOONS. (GEB)|

VT 013 863
LAUKKANEN, WALTER, COMP., AND OTHERS
WHO ELSE BUT LAPS OFFERS THE BIG SNIP. CONSTRUCTION TRADES: SHEET METAL NO. 3. TOOLS AND EQUIPMENT FOR LAYOUT ON SHEET METAL.

HUGHSON UNION HIGH SCHOOL, CALIF.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL69 33P.

DESCRIPTORS - *INDUSTRIAL ARTS; *SHEET METAL WORK; *EQUIPMENT UTILIZATION; *LEARNING ACTIVITIES; *INSTRUCTIONAL MATERIALS; INDIVIDUALIZED INSTRUCTION; EDUCATIONAL OBJECTIVES; PRETESTS; BIBLIOGRAPHIES; HAND TOOLS
IDENTIFIERS - *LEARNING ACTIVITY PACKAGES; LAPS

ABSTRACT - DEVELOPED UNDER A TITLE III PROJECT FOR A JUNIOR COLLEGE AND A LOCAL SCHOOL DISTRICT, THIS LEARNING PACKET IS FOR STUDENT USE IN LEARNING ABOUT THE SHEET METAL PHASE OF THE CONSTRUCTION TRADES. THIS UNIT IS CONCERNED WITH TOOLS AND EQUIPMENT FOR SHEET METAL LAYOUT AND IS DESIGNED TO BE COMPLETED IN A 10-DAY TIME PERIOD. THE PRIMARY PURPOSE IS TO PREPARE THE STUDENT TO ASSOCIATE THE PROPER LAYOUT TOOL WITH THE PROPER JOB. CONTENTS INCLUDE: (1) STATED INSTRUCTIONAL OBJECTIVES, (2) A PRETEST WITH ANSWERS PROVIDED, (3) AN EXPLANATION OF THE PRE-TEST EXEMPTING PROCEDURE, (4) ACTIVITIES, (5) INSTRUCTION SHEETS, (6) AN EVALUATION TEST, AND (7) A BIBLIOGRAPHY. THIS ACTIVITY LEARNING PACKET IS DESIGNED SO THAT STUDENTS MAY WORK AT THEIR OWN RATE AND MAY BE AWARE OF THE INSTRUCTIONAL OBJECTIVES. THE MATERIAL IS ILLUSTRATED WITH LINE DRAWINGS. (GEB)|

VT 013 864
HAMES, DAN
ARCHITECTURE--DRAFTING AND DESIGN. FOUNDATION CONSTRUCTION (DETAILS).

HUGHSON UNION HIGH SCHOOL, CALIF.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 22P.

DESCRIPTORS - *INDUSTRIAL ARTS; *ARCHITECTURE; *CONSTRUCTION (PROCESS); *LEARNING ACTIVITIES; *INSTRUCTIONAL MATERIALS; INDIVIDUALIZED INSTRUCTION; EDUCATIONAL OBJECTIVES; PRETESTS; BIBLIOGRAPHIES; DRAFTING
IDENTIFIERS - *LEARNING ACTIVITY PACKAGES; LAPS

ABSTRACT - DEVELOPED UNDER A TITLE III PROJECT, THIS LEARNING PACKET IS FOR STUDENT USE IN LEARNING THE METHODS AND MATERIALS USED IN CONSTRUCTING FOUNDATIONS. SECONDARY IDEAS INCLUDE HELPING THE STUDENT TO DEVELOP A BASIC UNDERSTANDING OF FOOTINGS, PIERS AND FOUNDATION WALLS, TO KNOW THE ARRANGEMENT AND SIZES OF BUILDING MATERIALS USED IN THE CONSTRUCTION OF THE BOX SILL FOR THE FRAME HOUSE, AND TO DEVELOP AN ABILITY TO SOLVE PROBLEMS DEALING WITH VOLUMES. THIS DOCUMENT CONTAINS (1) THE STATED IDEAS, (2) STUDENT OBJECTIVES, (3) A PRETEST, (4) SUGGESTED ACTIVITIES, (5) INSTRUCTIONAL AID SHEETS, (6) OPTIONAL ACTIVITIES, (7) ASSEMBLY PROCEDURES, AND (8) A BIBLIOGRAPHY. THE MATERIAL IS DESIGNED SO THAT THE STUDENT MAY PROCEED AT HIS OWN LEARNING RATE. LINE DRAWINGS ARE USED FOR ILLUSTRATIONS. (GEB)|

VT 013 865
HAYHURST, REX, AND OTHERS
ALTERNATOR AND REGULATOR. VOCATIONAL AUTO LAP NO. 5.

HUGHSON UNION HIGH SCHOOL, CALIF.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 68 50P.

DESCRIPTORS - *INDUSTRIAL ARTS; *AUTO MECHANICS; *ELECTRICAL SYSTEMS; *LEARNING ACTIVITIES; *INSTRUCTIONAL MATERIALS; INDIVIDUALIZED INSTRUCTION; EDUCATIONAL OBJECTIVES; PRETESTS; BIBLIOGRAPHIES
IDENTIFIERS - *LEARNING ACTIVITY PACKAGES; LAPS

ABSTRACT - DEVELOPED UNDER A TITLE III PROJECT, THIS LEARNING PACKET IS FOR STUDENT USE IN GAINING KNOWLEDGE OF THE CONSTRUCTION AND OPERATION OF THE A-C GENERATOR (ALTERNATOR) AND THE A-C REGULATOR. SKILLS AND KNOWLEDGES TO BE ACQUIRED INCLUDE THE PRINCIPLES AND OPERATION OF THE GENERATOR-ALTERNATOR, TESTING AND SERVICING THE ALTERNATOR, PRINCIPLES AND OPERATION OF THE REGULATOR, AND ADJUSTING THE REGULATOR. CONTENTS INCLUDE THE STATED IDEAS AND INSTRUCTIONAL OBJECTIVES, A PRETEST, SUGGESTED ACTIVITIES, INFORMATION SHEETS, AN INSTRUCTIONAL SHEET, AND A BIBLIOGRAPHY. THE MATERIAL IS DESIGNED SO THAT THE STUDENT MAY LEARN AT HIS OWN RATE. THE PACKET IS ILLUSTRATED WITH LINE DRAWINGS AND PICTURES. (GEB)|

VT 013 873
ALLEN, KAREN SUE, AND OTHERS
VOCATIONAL INDUSTRIAL COOPERATIVE TRAINING AND DISTRIBUTIVE EDUCATION FOR GRADES 10-12. EXPERIMENTAL EDITION, 1968.

NEDERLAND INDEPENDENT SCHOOL DISTRICT, TEX.
DOCUMENT NOT AVAILABLE FROM EDRS. ASSISTANT SUPERINTENDENT FOR INSTRUCTION, NEDERLAND INDEPENDENT SCHOOL DISTRICT, 220 17TH STREET, NEDERLAND, TEXAS 77627
PUB DATE - JUL68 86P.

DESCRIPTORS - *DISTRIBUTIVE

EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; *CURRICULUM GUIDES; EDUCATIONAL OBJECTIVES; *PROGRAM COORDINATION; PROGRAM ADMINISTRATION; TEACHING TECHNIQUES; YOUTH CLUBS; ADVISORY COMMITTEES; COURSE CONTENT; COURSE ORGANIZATION
IDENTIFIERS - DISTRIBUTIVE EDUCATION CLUBS OF AMERICA; DECA

ABSTRACT - DEVELOPED FOR HIGH SCHOOL INDUSTRIAL COOPERATIVE TRAINING AND DISTRIBUTIVE EDUCATION TEACHERS, THIS CURRICULUM GUIDE DESCRIBES THE CHARACTERISTICS OF THE TWO PROGRAMS AND OUTLINES THE SCOPE AND SEQUENCE OF SUBJECT MATTER. SPECIFIC INFORMATION PROVIDED FOR THE INDUSTRIAL TRAINING PROGRAM PERTAIN TO SUCH TOPICS AS OBJECTIVES, INSTRUCTIONAL PRACTICES, PROGRAM COSTS, AND RESOURCE MATERIALS. INFORMATION FOR DISTRIBUTIVE EDUCATION TEACHERS COVER SUCH TOPICS AS BASIC REQUIREMENTS AND REGULATIONS, THE OPERATION OF A DISTRIBUTIVE EDUCATION PROGRAM, AND THE SCOPE AND UNITS FOR GRADE 11 AND GRADE 12. NUMEROUS CHARTS AND FORMS FOR USE BY THE PROGRAM COORDINATOR ARE INCLUDED. (AUTHOR/JS)|

VT 013 888
DECIDING ON AND LOCATING YOUR KIND OF JOB.

OHIO STATE UNIV., COLUMBUS. DEPT. OF AGRICULTURAL EDUCATION.;OHIO STATE DEPT. OF EDUCATION, COLUMBUS. AGRICULTURAL EDUCATION SERVICE.
MF AVAILABLE IN VT_ERIC SET.
AGDEX 900/01-AWE-1
AGRICULTURAL EDUCATION CURRICULUM MATERIALS SERVICE, THE OHIO STATE UNIVERSITY, 2120 FYFFE ROAD, COLUMBUS, OHIO 43210 ($.30)
PUB DATE - 71 16P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *UNITS OF STUDY (SUBJECT FIELDS); *OCCUPATIONAL INFORMATION; JOB APPLICATION; *EMPLOYMENT SERVICES; OCCUPATIONAL CHOICE; INSTRUCTIONAL AIDS

ABSTRACT - THIS UNIT HAS BEEN DEVELOPED FOR STUDENT USE IN FINDING SOURCES OF INFORMATION ABOUT JOBS AND FILLING OUT APPLICATION FORMS USED BY STATE AND PRIVATE EMPLOYMENT AGENCIES. DRAWINGS, SAMPLE NEWSPAPER WANT ADS, EMPLOYMENT AGENCY APPLICATION FORMS, AND A SELF-INVENTORY FORM ARE INCLUDED IN THE TEXT. RELATED UNITS ARE AVAILABLE AS VT 013 889-VT 013 891 IN THIS ISSUE. (SB)|

VT 013 889
GETTING YOUR JOB.

OHIO STATE UNIV., COLUMBUS. DEPT. OF AGRICULTURAL EDUCATION.;OHIO STATE DEPT. OF EDUCATION, COLUMBUS. AGRICULTURAL EDUCATION SERVICE.
MF AVAILABLE IN VT_ERIC SET.
AGDEX 900/05-AWE-2
OHIO AGRICULTURAL EDUCATION CURRICULUM MATERIALS SERVICE, THE OHIO STATE UNIVERSITY, 2120 FYFFE ROAD, COLUMBUS, OHIO 43210 ($.30)
PUB DATE - 71 15P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *UNITS OF STUDY (SUBJECT FIELDS); OCCUPATIONAL INFORMATION; *JOB APPLICATION; EMPLOYMENT SERVICES; OCCUPATIONAL CHOICE; *EMPLOYMENT INTERVIEWS; INSTRUCTIONAL AIDS

ABSTRACT - THIS UNIT HAS BEEN DEVELOPED FOR STUDENT USE IN GETTING A SOCIAL SECURITY CARD, COMPILING A RESUME, FILLING OUT A JOB APPLICATION FORM, AND PREPARING FOR A JOB INTERVIEW. ILLUSTRATIONS, SAMPLE APPLICATION FORMS, AND A SAMPLE RESUME ARE INCLUDED IN THE TEXT. RELATED UNITS ARE AVAILABLE AS VT 013 888-VT 013 891 IN THIS ISSUE. (SB)|

VT 013 890
SHANNON, THEODORE
SAVINGS AND CHECKING ACCOUNTS.

OHIO STATE UNIV., COLUMBUS. DEPT. OF AGRICULTURAL EDUCATION.;OHIO STATE DEPT. OF EDUCATION, COLUMBUS. AGRICULTURAL EDUCATION SERVICE.
MF AVAILABLE IN VT_ERIC SET.
AGDEX 900/10-AWE-3

OHIO AGRICULTURAL EDUCATION CURRICULUM MATERIALS SERVICE, THE OHIO STATE UNIVERSITY, 2120 FYFFE ROAD, COLUMBUS, OHIO 43210 ($.30)
PUB DATE - 71 23P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *UNITS OF STUDY (SUBJECT FIELDS); *MONEY MANAGEMENT; BANKING; INSTRUCTIONAL AIDS

ABSTRACT - THIS UNIT HAS BEEN DEVELOPED FOR STUDENT USE IN LEARNING THE PROCEDURES FOR MAINTAINING SAVINGS AND CHECKING ACCOUNTS. ILLUSTRATIONS AND SAMPLE FORMS FOR OPENING, DEPOSITING, AND WITHDRAWING MONEY FROM A SAVINGS AND A CHECKING ACCOUNT ARE INCLUDED IN THE TEXT. RELATED UNITS ARE AVAILABLE AS VT 013 888-VT 013 891. (SB)|

VT 013 891
SHANNON, THEODORE
CREDIT.

OHIO STATE UNIV., COLUMBUS. DEPT. OF AGRICULTURAL EDUCATION.;OHIO STATE DEPT. OF EDUCATION, COLUMBUS. AGRICULTURAL EDUCATION SERVICE.
MF AVAILABLE IN VT_ERIC SET.
AGDEX 900/11-AWE-4
OHIO AGRICULTURAL EDUCATION CURRICULUM MATERIALS SERVICE, THE OHIO STATE UNIVERSITY, 2120 FYFFE ROAD, COLUMBUS, OHIO 43210 ($.30)
PUB DATE - 71 27P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *UNITS OF STUDY (SUBJECT FIELDS); *CREDIT (FINANCE); MONEY MANAGEMENT; INSTRUCTIONAL AIDS

ABSTRACT - THIS UNIT HAS BEEN DEVELOPED FOR STUDENT USE IN LEARNING ABOUT CREDIT SOURCES, APPLYING FOR AND USING CREDIT CARDS, AND OTHER ASPECTS OF CREDIT. ILLUSTRATIONS AND SAMPLE CREDIT APPLICATION FORMS ARE INCLUDED IN THE TEXT. RELATED DOCUMENTS ARE AVAILABLE AS VT 013 888-VT 013 890. (SB)|

VT 013 938
MACHINE TRADES II, INSTRUCTOR'S MANUAL; SHAPER WORK, PLANER WORK, MILLING MACHINE WORK, GEARS AND GEARING, GRINDER WORK, METALLURGY, AND HEAT TREATING.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
OHIO TRADE & INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($4.00)
PUB DATE - 71 322P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; *MACHINE TOOLS; *METALS; *REFERENCE MATERIALS; VOCATIONAL EDUCATION; MANUALS; ASSIGNMENTS; COURSE OBJECTIVES

ABSTRACT - DEVELOPED BY A COMMITTEE FOR THE DIVISION OF VOCATIONAL EDUCATION, THIS INSTRUCTOR'S MANUAL IS DESIGNED TO ASSIST WITH THE TEACHING OF RELATED TECHNICAL KNOWLEDGE FOR THE MACHINE TRADE. THE 155 ASSIGNMENT SHEETS, CATEGORIZED UNDER SEVEN GENERAL TOPICS, CONTAIN A STATED OBJECTIVE, A LIST OF REFERENCES, AND QUESTIONS WITH ANSWERS. GENERAL TOPICS INCLUDE: (1) SHAPER WORK, (2) PLANER WORK, (3) MILLING MACHINE WORK, (4) GEARS AND GEARING, (5) GRINDER WORK, (6) METALLURGY, AND (7) HEAT TREATING. SAMPLE ASSIGNMENTS SHEET TITLES INCLUDE: (1) VERTICAL SHAPER OR SLOTTER, (2) COOLANTS AND CUTTING FLUIDS, (3) CUTTING SPEEDS AND FEEDS, (4) SETUP AND CUTTING OF THE SPUR GEAR, (5) GRINDING PRINCIPLES AND PRACTICES, (6) POWDER METALLURGY, AND (7) HARDNESS TESTING INSTRUMENTS. ALTHOUGH THE COURSE IS BASED PRIMARILY ON "MACHINE TOOL OPERATIONS," "MACHINE SHOP TECHNOLOGY," AND "MACHINE SHOP OPERATIONS AND SETUPS," A LIST OF 19 ADDITIONAL REFERENCES IS PROVIDED IN ORDER TO ANSWER THE QUESTIONS. A RELATED DOCUMENT, THE LEARNER'S MANUAL, IS AVAILABLE IN THIS ISSUE AS VT 013 939. (GEB)|

VT 013 939

MACHINE TRADES II, LEARNER'S MANUAL; SHAPER WORK, PLANER WORK, MILLING MACHINE WORK, GEARS AND GEARING, GRINDER WORK, METALLURGY, AND HEAT TREATING.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
OHIO TRADE & INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($3.00)
PUB DATE - 71 321P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *MACHINE TOOLS; *METALS; *REFERENCE MATERIALS; MANUALS; VOCATIONAL EDUCATION; ASSIGNMENTS; COURSE OBJECTIVES

ABSTRACT - DEVELOPED BY A COMMITTEE FOR THE DIVISION OF VOCATIONAL EDUCATION, THIS LEARNER'S MANUAL IS DESIGNED TO ASSIST THE STUDENT IN THE MASTERY OF THE RELATED TECHNICAL KNOWLEDGE FOR THE MACHINE TRADE. THE 155 ASSIGNMENT SHEETS, CATEGORIZED UNDER SEVEN GENERAL TOPICS, CONTAIN A STATED OBJECTIVE, A LIST OF REFERENCES, AND QUESTIONS PERTAINING TO THE TOPIC. GENERAL TOPICS INCLUDE: (1) SHAPER WORK, (2) PLANER WORK, (3) MILLING MACHINE WORK, (4) GEARS AND GEARING, (5) GRINDER WORK, (6) METALLURGY, AND (7) HEAT TREATING. SAMPLE ASSIGNMENT SHEET TITLES INCLUDE: (1) VERTICAL SHAPER OR SLOTTER, (2) COOLANTS AND CUTTING FLUIDS, (3) CUTTING SPEEDS AND FEEDS, (4) SETUP AND CUTTING OF THE SPUR GEAR, (5) GRINDING PRINCIPLES AND PRACTICES, (6) POWDER METALLURGY, AND (7) HARDNESS TESTING INSTRUMENTS. ALTHOUGH THE COURSE IS BASED PRIMARILY ON "MACHINE TOOL OPERATIONS," "MACHINE SHOP TECHNOLOGY," AND "MACHINE SHOP OPERATIONS AND SETUPS," A LIST OF 19 ADDITIONAL REFERENCES IS PROVIDED IN ORDER TO ANSWER THE QUESTIONS. A RELATED DOCUMENT, THE INSTRUCTOR'S MANUAL, IS AVAILABLE IN THIS ISSUE AS VT 013 938. (GEB)|

VT 013 956
ELECTRIC LINEMAN; SERIES 100, LEARNER'S MANUAL AND ANSWER BOOK.

NATIONAL ASSOCIATION OF JOB TRAINING AND SAFETY INSTRUCTORS.;OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210
PUB DATE - 70 ,243P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ADULT VOCATIONAL EDUCATION; *ELECTRICIANS; *RESOURCE MATERIALS; MANUALS; TEACHING GUIDES; INSTRUCTIONAL MATERIALS
IDENTIFIERS - *ELECTRIC LINEMEN; ANSWER BOOKS

ABSTRACT - DEVELOPED BY A STATE AND NATIONAL COMMITTEE AND SUBJECT MATTER SPECIALISTS, THIS STUDY GUIDE IS THE FIRST IN A SERIES DESIGNED FOR STUDENTS AND INSTRUCTORS IN THE LINE TRADES. A SERIES OF 45 JOB TRAINING PROCEDURES AND 54 ASSIGNMENT SHEETS IS DESIGNED TO ASSIST THE BEGINNING LINEMAN IN LEARNING THE PROPER PROCEDURES AND THE RELATED TECHNICAL INFORMATION OF THE LINE TRADE. A RECOMMENDED STEP-BY-STEP PROCEDURE WITH SAFETY PRECAUTIONS AND KEY POINTS FOR COMPLETION IS GIVEN FOR EACH JOB. EACH ASSIGNMENT SHEET PROVIDES THE STATED OBJECTIVE, RELATED INFORMATION AND QUESTIONS, AND SOME INCLUDE ASSIGNMENTS. A LIST OF TOOLS AND EQUIPMENT CONTAINS PHOTOGRAPHS AND BRIEF NOTES ABOUT THEIR USE, AND AN ANSWER BOOK IS INCLUDED FOR THE QUESTIONS ON THE ASSIGNMENT SHEETS. AN EARLIER EDITION OF THIS MANUAL IS AVAILABLE AS VT 000 706 (AIM SPRING 1969). (GEB)|

VT 013 980
TOOL AND DIE MAKER.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-3R
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE OF CHARGE UPON REQUEST)
PUB DATE - MAR71 22P.

DESCRIPTORS - *TOOL AND DIE MAKERS; *MACHINE TOOL OPERATORS; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; EDUCATIONAL NEEDS; FRINGE BENEFITS; *INFORMATION SOURCES; JOB TRAINING; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR AND INDUSTRY, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS THE TOOL AND DIE MAKING TRADE. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS, AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) UNIONS, AND (10) THE FUTURE OUTLOOK. A SECTION ON HOW TO BECOME A TOOL AND DIE MAKER, INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING, AND PART-TIME COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 013 981
AUTOMOBILE MECHANIC.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-2R
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE OF CHARGE UPON REQUEST)
PUB DATE - OCT70 24P.

DESCRIPTORS - *AUTO MECHANICS (OCCUPATION); *OCCUPATIONAL INFORMATION; OCCUPATIONAL GUIDANCE; *EMPLOYMENT OPPORTUNITIES; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; FRINGE BENEFITS; *INFORMATION SOURCES; JOB TRAINING; COOPERATIVE PROGRAMS; ADULT EDUCATION; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS THE AUTOMOBILE MECHANIC TRADE. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF WORK, (2) RELATED OCCUPATIONS; (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS, AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) UNIONS, AND (10) THE FUTURE OUTLOOK. A SECTION ON HOW TO BECOME AN AUTOMOBILE MECHANIC, INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING, PART-TIME COOPERATIVE PROGRAMS, ADULT EDUCATION COURSES, AND GOVERNMENT FINANCED PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 013 982
MACHINIST.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-4R
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE OF CHARGE UPON REQUEST)
PUB DATE - MAR71 23P.

DESCRIPTORS - *MACHINISTS; MACHINE TOOL OPERATORS; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; EDUCATIONAL NEEDS; VOCATIONAL COUNSELING; METAL WORKING OCCUPATIONS; FRINGE BENEFITS; *INFORMATION SOURCES; JOB TRAINING; COOPERATIVE PROGRAMS; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATING SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS THE MACHINIST TRADE. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) UNIONS, AND (10) THE FUTURE OUTLOOK. A SECTION ON HOW TO BECOME A MACHINIST, INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING, HIGH SCHOOL VOCATIONAL PROGRAMS, AND PART-TIME COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 013 983
INJECTION MOLDING MACHINE OPERATOR OR TENDER.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE OF CHARGE UPON REQUEST)
PUB DATE - AUG71 19P.

DESCRIPTORS - *PLASTICS; *MACHINE TOOL OPERATORS; *OCCUPATIONAL INFORMATION; OCCUPATIONAL GUIDANCE; *EMPLOYMENT OPPORTUNITIES; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; FRINGE BENEFITS; *INFORMATION SOURCES; JOB TRAINING; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY; *INJECTION MOLDING MACHINE OPERATOR

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS THE OCCUPATION OF INJECTION MOLDING MACHINE OPERATOR OR TENDER. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) UNIONS, AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME AN INJECTION MOLDING MACHINE OPERATOR OR TENDER IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 001
BUILDER 3 AND 2. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS-10648-F
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 ($4.25; D 208.11:B 86/3/970)
PUB DATE - 70 565P.1970 REVISION.

DESCRIPTORS - *BUILDING TRADES; *BUILDING MATERIALS; *SKILLED WORKERS; *MILITARY TRAINING; SKILL DEVELOPMENT; *QUALIFICATIONS; VOCATIONAL EDUCATION; STUDY GUIDES; REFERENCE MATERIALS; TEXTBOOKS; MANUALS
IDENTIFIERS - *BUILDER RATINGS

ABSTRACT - DEVELOPED BY THE UNITED STATES NAVY, THIS MANUAL IS INTENDED TO SERVE AS AN AID FOR MEN WHO ARE SEEKING TO ACQUIRE THE

THEORETICAL KNOWLEDGE AND OPERATIONAL SKILLS REQUIRED OF CANDIDATES FOR ADVANCEMENT TO BUILDER THIRD CLASS AND BUILDER SECOND CLASS. INCLUDED IN THE 19 CHAPTERS ARE: (1) DRAWINGS AND SPECIFICATIONS, (2) MATERIALS HANDLING AND SCAFFOLDING, (3) WOODWORKING, (4) MASONRY AND CONCRETE, (5) EXTERIOR AND INTERIOR FINISHING, (6) PLASTERING, STUCCOING, AND TILE SETTING, AND (7) CONSTRUCTION SAFETY AND SUPERVISION. PICTURES AND DRAWINGS ARE USED EXTENSIVELY AS ILLUSTRATIONS. (GEB)|

VT 014 028
TELEVISION SERVICE AND REPAIRMAN (ALSO KNOWN AS TELEVISION AND RADIO SERVICE TECHNICIAN).

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON. DIV. OF EMPLOYMENT SECURITY.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-49
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE, UPON REQUEST)
PUB DATE - SEP68 20P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *TELEVISION REPAIRMEN; ELECTRICAL APPLIANCE SERVICEMEN; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS TELEVISION SERVICE AND REPAIRMEN. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, AND (9) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME A TELEVISION SERVICE AND REPAIRMAN INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING, TECHNICAL SCHOOLS, AND COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 033
BUILDING MAINTENANCE MAN.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON. DIV. OF EMPLOYMENT SECURITY.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-44
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE, UPON REQUEST)
PUB DATE - JUN68 15P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *BUILDING; *MAINTENANCE; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY; BUILDING MAINTENANCE MEN

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS BUILDING MAINTENANCE. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT (9) UNIONS AND (10) THE FUTURE

OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME A BUILDING MAINTENANCE MAN INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING, AND COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 034
ELECTRICAL APPLIANCE SERVICEMAN.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON. DIV. OF EMPLOYMENT SECURITY.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-43
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE, UPON REQUEST)
PUB DATE - JUN68 18P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *ELECTRICAL APPLIANCE SERVICEMEN; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS ELECTRICAL APPLIANCE SERVICING. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) ORGANIZATIONS AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME AN ELECTRICAL APPLIANCE SERVICEMAN INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING, AND VOCATIONAL AND COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 036
AIR CONDITIONING MECHANIC.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON. DIV. OF EMPLOYMENT SECURITY.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-41
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE, UPON REQUEST)
PUB DATE - FEB68 19P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *AIR CONDITIONING; MECHANICAL EQUIPMENT; *APPLIANCE SERVICE TECHNICIANS; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS AIR CONDITIONER SERVICING AND REPAIR. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS; (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) ORGANIZATIONS AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME AN AIR CONDITIONING MECHANIC INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING, AND VOCATIONAL AND COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 037
CABINETMAKER.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON. DIV. OF EMPLOYMENT SECURITY.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-40
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE, UPON REQUEST)
PUB DATE - DEC67 17P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *CABINETMAKING; WOODWORKING; PLASTICS; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS THE CABINETMAKING TRADE. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) UNIONS AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME A CABINETMAKER INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING, AND VOCATIONAL AND COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 038
UPHOLSTERER.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON. DIV. OF EMPLOYMENT SECURITY.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-39
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE, UPON REQUEST)
PUB DATE - DEC67 18P.

DESCRIPTORS - *FURNITURE INDUSTRY; *JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY; *UPHOLSTERER

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS THE UPHOLSTERING TRADE. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) UNIONS AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME AN UPHOLSTERER INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING AND, VOCATIONAL AND COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 039
PAINTER, CONSTRUCTION.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON. DIV. OF EMPLOYMENT SECURITY.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-38
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O.

BOX 359, TRENTON, NEW JERSEY 08625
(FREE, UPON REQUEST)
PUB DATE - NOV67 19P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *PAINTING; *CONSTRUCTION INDUSTRY; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS THE CONSTRUCTION PAINTING TRADE. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) UNIONS AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME A PAINTER INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING, AND VOCATIONAL AND COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 041
OFFSET PRESSMAN.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON. DIV. OF EMPLOYMENT SECURITY.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625
(FREE, UPON REQUEST)
PUB DATE - JUN67 21P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *PRINTING; *MACHINE TOOL OPERATORS; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY; *OFFSET PRESS OPERATORS

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS THE OPERATION OF AN OFFSET PRESS. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) UNIONS AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME AN OFFSET PRESSMAN INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING, AND VOCATIONAL AND COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 043
CYLINDER--PRESS MAN.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON. DIV. OF EMPLOYMENT SECURITY.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-32
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625
(FREE, UPON REQUEST)
PUB DATE - MAY67 19P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *PRINTING; *MACHINE TOOL OPERATORS; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY;

*CYLINDER-PRESS OPERATORS

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS THE CYLINDER-PRESS OPERATOR. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) UNIONS, AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME A CYLINDER-PRESS OPERATOR INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING AND VOCATIONAL AND COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 045
AUTOMOBILE PAINTER.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON. DIV. OF EMPLOYMENT SECURITY.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-30
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE, UPON REQUEST)
PUB DATE - JAN67 15P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *AUTO BODY REPAIRMEN; *PAINTING; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS THE AUTOMOBILE PAINTING TRADE. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, AND (9) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME AN AUTOMOBILE PAINTER INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING, AND HIGH SCHOOL AND VOCATIONAL SCHOOL PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 046
MACHINE SET-UP OPERATOR.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON. DIV. OF EMPLOYMENT SECURITY.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-20
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE, UPON REQUEST)
PUB DATE - MAR66 13P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *MACHINE TOOL OPERATORS; MACHINISTS; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY; *MACHINE SET UP OPERATORS

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS THE MACHINE SET-UP OPERATOR TRADE. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK; (2) RELATED

OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED; (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) UNIONS AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME A MACHINE SET-UP OPERATOR INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING, AND VOCATIONAL AND COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 047
CONSTRUCTION CARPENTER.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-6R
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE, UPON REQUEST)
PUB DATE - JUL71 20P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *CARPENTERS; *CONSTRUCTION INDUSTRY; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS CONSTRUCTION CARPENTERS. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) UNIONS AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME A CONSTRUCTION CARPENTER INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING, AND VOCATIONAL AND COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 048
PRODUCTION MACHINE OPERATOR.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-67
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE, UPON REQUEST)
PUB DATE - AUG70 24P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *MACHINE TOOL OPERATORS; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS PRODUCTION MACHINE OPERATORS. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) UNIONS AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME A PRODUCTION MACHINE OPERATOR INCLUDING ON-THE-JOB TRAINING, SCHOOL COURSES, AND COOPERATIVE AND VOCATIONAL PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION

ARE LISTED. (GEB)|

VT 014 049
MACHINE PRESSER.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-66
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P.O. BOX 359, TRENTON, NEW JERSEY 08625
(FREE, UPON REQUEST)
PUB DATE - JUL70 20P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *CLOTHING MAINTENANCE SPECIALISTS; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY; *MACHINE PRESSER; GARMENT PRESSING

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS GARMENT PRESSING BY MACHINE. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) UNIONS AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME A MACHINE PRESSER IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 053
ELECTRONICS MECHANIC.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-62
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P. O. BOX 359, TRENTON, NEW JERSEY 08625
(FREE, UPON REQUEST)
PUB DATE - DEC69 16P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *ELECTRONIC TECHNICIANS; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS ELECTRONICS MECHANICS. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) ORGANIZATIONS AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME AN ELECTRONICS MECHANIC INCLUDING TECHNICAL INSTITUTE PROGRAMS, AND COLLEGE OR MILITARY SERVICE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 056
CHEMICAL LABORATORY TECHNICIAN.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON. DIV. OF EMPLOYMENT SECURITY.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-56
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P.O. BOX 359, TRENTON, NEW JERSEY 08625
(FREE, UPON REQUEST)

PUB DATE - MAR69 18P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *CHEMICAL TECHNICIANS; LABORATORIES; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS CHEMICAL LABORATORY TECHNICIANS. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) ORGANIZATIONS AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME A CHEMICAL LABORATORY TECHNICIAN INCLUDING ON-THE-JOB TRAINING, COLLEGE PROGRAMS, AND HIGH SCHOOL AND TECHNICAL SCHOOL PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 057
MAINTENANCE MECHANIC.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON. DIV. OF EMPLOYMENT SECURITY.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-55
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P.O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE, UPON REQUEST)
PUB DATE - JAN69 18P.

DESCRIPTORS - JOB TRAINING; OCCUPATIONAL INFORMATION; EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; INFORMATION SOURCES; *EQUIPMENT MAINTENANCE; *MECHANICS (PROCESS); TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS THE MAINTENANCE MECHANIC TRADE. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) ORGANIZATIONS AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME A MAINTENANCE MECHANIC INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING, AND VOCATIONAL AND COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 058
ROOFER.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON. DIV. OF EMPLOYMENT SECURITY.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-54
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P.O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE, UPON REQUEST)
PUB DATE - NOV68 18P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *ROOFERS; ROOFING; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS THE ROOFING TRADE. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) ORGANIZATIONS AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME A ROOFER INCLUDING ON-THE-JOB TRAINING, APPRENTICESHIP TRAINING AND COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 059
ELECTRONICS ASSEMBLER.

NEW JERSEY STATE DEPT. OF LABOR AND INDUSTRY, TRENTON. DIV. OF EMPLOYMENT SECURITY.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
JOB GUIDE-53
DIVISION OF PLANNING AND RESEARCH, LABOR AND INDUSTRY BUILDING, P.O. BOX 359, TRENTON, NEW JERSEY 08625 (FREE, UPON REQUEST)
PUB DATE - NOV68 14P.

DESCRIPTORS - JOB TRAINING; *OCCUPATIONAL INFORMATION; *EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL GUIDANCE; VOCATIONAL COUNSELING; EDUCATIONAL NEEDS; *INFORMATION SOURCES; *ELECTRONICS INDUSTRY; *ASSEMBLY (MANUFACTURING); TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF LABOR, THIS GUIDE IS ONE IN A SERIES DESIGNED TO PROVIDE JOB INFORMATION RELATED SPECIFICALLY TO NEW JERSEY. THIS PARTICULAR GUIDE CONCERNS THE ELECTRONICS ASSEMBLING TRADE. AN INTRODUCTION PROVIDING BACKGROUND IS FOLLOWED BY INFORMATION ON: (1) THE NATURE OF THE WORK, (2) RELATED OCCUPATIONS, (3) WHERE THESE PEOPLE ARE EMPLOYED, (4) PHYSICAL AND MENTAL REQUIREMENTS, (5) WORKING CONDITIONS, (6) WAGES, HOURS AND BENEFITS, (7) COSTS OF EDUCATION, (8) OPPORTUNITIES FOR ADVANCEMENT, (9) UNIONS AND (10) THE FUTURE OUTLOOK. A BRIEF STATEMENT EXPLAINING HOW TO BECOME AN ELECTRONICS ASSEMBLER INCLUDING ON-THE-JOB TRAINING, GOVERNMENT FINANCED PROGRAMS, AND COOPERATIVE PROGRAMS IS GIVEN. SOURCES FOR ADDITIONAL INFORMATION ARE LISTED. (GEB)|

VT 014 120
SHIPFITTER 3 AND 2. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS-10595-B
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 ($3.25; D 208.11:SH 6/6/970)
PUB DATE - 70 428P.1970 REVISION

DESCRIPTORS - MILITARY TRAINING; SKILL DEVELOPMENT; VOCATIONAL EDUCATION; *QUALIFICATIONS; *STUDY GUIDES; REFERENCE MATERIALS; TEACHING GUIDES; TEXTBOOKS; *SKILLED WORKERS; *METALS; WELDING; SHEET METAL WORK; *TRADE AND INDUSTRIAL EDUCATION; MILITARY PERSONNEL
IDENTIFIERS - *SHIPFITTER RATINGS

ABSTRACT - DEVELOPED BY THE UNITED STATES NAVY, THIS MANUAL IS INTENDED TO SERVE AS AN AID FOR MEN WHO ARE SEEKING THE THEORETICAL KNOWLEDGE AND OPERATIONAL SKILLS REQUIRED OF CANDIDATES FOR ADVANCEMENT TO SHIPFITTER 3 AND 2. INCLUDED IN THE 16 CHAPTERS ARE: (1) METALS AND ALLOYS, (2) METAL ARC AND OXYACETYLENE WELDING, (3) CUTTING, SOLDERING, AND FORGING, (4) STRUCTURAL STEEL FABRICATION,

(5) PIPEFITTING MATERIALS, (6) PIPING SYSTEM REPAIRS, AND (7) DAMAGE CONTROL. THE DOCUMENT IS ILLUSTRATED EXTENSIVELY WITH PICTURES AND DRAWINGS. (GEB)|

VT 014 122
AVIATION ELECTRICIAN'S MATE 1 AND C. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS-10349-C
U.S. GOVERNMENT PRINTING OFFICE, SUPERINTENDENT OF DOCUMENTS, WASHINGTON, D.C. 20402 ($3.25;D 208.11:AV 5/19/971)
PUB DATE - 71 443P.

DESCRIPTORS - MILITARY TRAINING; *QUALIFICATIONS; *ELECTRICIANS; *SKILLED WORKERS; SKILL DEVELOPMENT; ELECTRICITY; *VOCATIONAL EDUCATION; NAVIGATION; STUDY GUIDES; REFERENCE MATERIALS; MATHEMATICAL APPLICATIONS; TEXTBOOKS; TEACHING GUIDES; *MANUALS; TRADE AND INDUSTRIAL EDUCATION; MILITARY PERSONNEL
IDENTIFIERS - *ELECTRICIANS MATE RATINGS

ABSTRACT - DEVELOPED BY THE UNITED STATES NAVY, THIS MANUAL IS ONE OF A SERIES PREPARED ESPECIALLY FOR ENLISTED PERSONNEL OF THE NAVY AND NAVAL RESERVE WHO ARE PREPARING FOR ADVANCEMENT TO AEL AND AEC. OF THE 14 CHAPTERS, 13 ARE CONCERNED WITH THE TECHNICAL ASPECTS OF THE AE RATING. INCLUDED IN THE CHAPTERS ARE: (1) SUPPLY AND PUBLICATIONS, (2) ALTERNATING-CURRENT MACHINERY, (3) AIRCRAFT COMPASS SYSTEMS, (4) INERTIAL NAVIGATION, (5) PROPELLER SYNCHRONIZATION, AND (6) TEST EQUIPMENT. THE DOCUMENT IS ILLUSTRATED WITH PICTURES AND DRAWINGS. A LIST OF ELECTRONIC SYMBOLS, THE GREEK ALPHABET, CHARTS ILLUSTRATING ELECTRICAL/MATHEMATICAL RELATIONSHIPS, TRIGONOMETRIC FUNCTIONS, AND A TABLE OF NATURAL SINES, COSINES, AND TANGENTS ARE APPENDED. (GEB)|

VT 014 174
HENDERSON, W. CHARLES
AUTO MECHANICS, INSTRUCTIONAL UNITS.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER. CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER.
MF AVAILABLE IN VT-ERIC SET.
CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER, STATE DEPARTMENT OF VOCATIONAL AND TECHNICAL EDUCATION, 1515 WEST SIXTH AVENUE, STILLWATER, OKLAHOMA 74074 ($10.00)
PUB DATE - 71 421P.

DESCRIPTORS - *AUTO MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; *TEACHING GUIDES; LEADERSHIP TRAINING; SAFETY EDUCATION; BEHAVIORAL OBJECTIVES; POWER MECHANICS; CAREER OPPORTUNITIES; TESTS; CURRICULUM GUIDES

ABSTRACT - PREPARED FOR THE DIVISION OF TRADE AND INDUSTRIAL EDUCATION, THIS CURRICULUM GUIDE IS INTENDED TO ASSIST AUTO MECHANICS INSTRUCTORS IN PREPARING STUDENTS FOR SUCCESSFUL CAREERS IN AUTOMOTIVE REPAIR AND MAINTENANCE. INSTRUCTIONAL UNITS ARE PROVIDED FOR THE AREAS OF: (1) SAFETY AND ORIENTATION, (2) LEADERSHIP, (3) ENGINE, (4) ELECTRICAL, (5) POWER TRAIN, AND (6) BRAKES AND FRONT END. EACH UNIT INCLUDES BOTH TERMINAL AND SPECIFIC OBJECTIVES, SUGGESTED ACTIVITIES, INFORMATION SHEETS, JOB SHEETS, TRANSPARENCY MASTERS, TESTS, AND ANSWERS TO THE TESTS. SIX COLORS ARE USED TO CODE THE PARTS OF EACH UNIT. THE GUIDE IS ILLUSTRATED EXTENSIVELY WITH PICTURES AND DRAWINGS. (GEB)|

VT 014 193
SIMMONSON, HERBERT C.;RUSS, GEORGE
DRAFTING; A FIRST YEAR COURSE FOR THE COMPREHENSIVE SECONDARY SCHOOL.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF

VOCATIONAL EDUCATION
MF AVAILABLE IN VT_ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($2.00)
PUB DATE - JUL71 97P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; DRAFTING; *ENGINEERING DRAWING; ARCHITECTUAL DRAFTING; *MANUALS; *TEACHING GUIDES; SECONDARY GRADES; *INSTRUCTIONAL MATERIALS; FUNDAMENTAL CONCEPTS; RESOURCE MATERIALS

ABSTRACT - DEVELOPED BY SUBJECT MATTER SPECIALISTS, THIS MANUAL IS FOR STUDENTS' USE IN LEARNING DRAFTING CONCEPTS IN THE COMPREHENSIVE SECONDARY SCHOOLS. ALTHOUGH THIS IS AN EXPLORATORY COURSE, THE STUDENT SHOULD GAIN ENOUGH EXPERIENCE TO BECOME PROFICIENT WITH INSTRUMENTS, EQUIPMENT, AND FUNDAMENTALS WITHIN THE 150 CLOCK HOURS ALLOTTED TO THE COURSE. IN THE FIRST UNIT, THE STUDENT IS EXPOSED TO DRAFTING FUNDAMENTALS, EQUIPMENT, LETTERING, AND SHAPE AND SIZE DESCRIPTION. MACHINE DRAWING AND ARCHITECTURAL DRAWING CONCEPTS MAKE UP THE NEXT TWO UNITS. THE FOURTH UNIT CONTAINS INFORMATION ON CHARTS AND GRAPHS AS WELL AS THOSE ADDITIONAL AREAS OF DRAFTING USED BY SEVERAL INDUSTRIES AND CALLED DEVELOPMENT, PIPING, AND ELECTRICAL DRAFTING. THERE ARE 59 PAGES OF RELEVANT DRAWINGS THAT MAY BE COPIED FOR USE ON THE OVERHEAD PROJECTOR. A LIST OF REFERENCE MATERIALS AND SUPPLEMENTARY INFORMATION FOR THE TEACHER IS INCLUDED. (GEB)|

VT 014 194
SIDOTI, DOMINICK J.
BASIC IGNITION AND THE SUN OSCILLOSCOPE, INSTRUCTOR'S GUIDE.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT_ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING-KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($2.00)
PUB DATE - OCT70 152P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *AUTO MECHANICS; *TEACHING GUIDES; *LABORATORY TECHNIQUES; *INSTRUCTIONAL MATERIALS; TRADE AND INDUSTRIAL EDUCATION; SECONDARY GRADES; ELECTRONIC EQUIPMENT; AUDIOVISUAL AIDS; ACHIEVEMENT TESTS; COURSE OBJECTIVES
IDENTIFIERS - *OSCILLOSCOPES

ABSTRACT - DEVELOPED BY A COMMITTEE OF TEACHERS, THIS TEACHING GUIDE IS FOR INSTRUCTOR USE IN TEACHING VOCATIONAL AUTO MECHANICS AT THE HIGH SCHOOL LEVEL. THE PRIMARY PURPOSE IS TO HELP THE TEACHER IN PRESENTING INFORMATION ON THE USE OF ELECTRONIC DIAGNOSTIC EQUIPMENT, PARTICULARLY THE SUN OSCILLOSCOPE. THE 41 LESSONS ARE PRESENTED UNDER THE FOLLOWING NINE UNITS: (1) THE IGNITION CIRCUIT TEAM, (2) BATTERY, COIL, AND DISTRIBUTOR, (3) BASIC TIMING AND TIMING ADVANCE, (4) SPARK DELIVERY, (5) THE SUN SCOPE, (6) SUN SCOPE TEST, (7) SUN SCOPE INDICATIONS, (8) SUPERIMPOSED SCOPE PATTERNS, AND (9) COMPARISON TEST. EACH LESSON INCLUDES THE STATED OBJECTIVE, EQUIPMENT NEEDED, RELATED INFORMATION, AND A QUIZZ WITH ANSWERS. AN ACHIEVEMENT TEST IS INCLUDED FOR EACH UNIT AND 53 TRANSPARENCY MASTERS ARE PROVIDED. (GEB)|

VT 014 195
NIKOL, VOJKAN
CARPENTRY; BLUEPRINT INTERPRETATION.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT_ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW

BRUNSWICK, NEW JERSEY 08903 ($2.00)
PUB DATE - JUN71 78P.

DESCRIPTORS - *BLUEPRINTS; *CARPENTERS; *BUILDING TRADES; DRAFTING; ILLUSTRATIONS; BIBLIOGRAPHIES; SECONDARY GRADES; *MANUALS; WOODWORKING; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - DEVELOPED BY DRAFTING INSTRUCTORS, THIS MANUAL IS FOR HIGH SCHOOL VOCATIONAL STUDENTS' USE IN LEARNING HOW TO READ BLUEPRINTS FOR THE CARPENTRY AND BUILDING TRADES. THE 31 LESSONS ARE INCLUDED IN THE MAJOR AREAS OF: (1) GRAPHIC REPRESENTATION, (2) PICTORIAL REPRESENTATION, (3) WORKING DRAWINGS, (4) STRUCTURAL BUILDING DETAILS--EXTERIOR, AND (5) STRUCTURAL BUILDING DETAILS--INTERIOR. EACH LESSON CONTAINS DIRECTIONS AND RELATED INFORMATION, AND MOST ARE ILLUSTRATED WITH LINE DRAWINGS. ILLUSTRATIONS OF THE CROSS SECTION OF A TREE TRUNK, THE SAWING OF LUMBER, COMMON CUTS IN WOOD, COMMON WOODS JOINT, A TABLE FOR NAILS, A WOOD SCREW TABLE, AND THE AMERICAN STANDARD PLUMBING SYMBOLS ARE APPENDED. A 37 QUESTION TEST AND A BIBLIOGRAPHY ARE INCLUDED. (GEB)|

VT 014 200 ED 056 227
GUIDELINES TO INITIATE AND OPERATE A COOPERATIVE VOCATIONAL EDUCATION PROGRAM.

PENNSYLVANIA STATE DEPT. OF EDUCATION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL AND CONTINUING EDUCATION.
EDRS PRICE MF-$0.65 HC-$3.29.
PUB DATE - 71 83P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *COOPERATIVE EDUCATION; *PROGRAM PLANNING; *PROGRAM DEVELOPMENT; GUIDELINES; *MANUALS; ADMINISTRATIVE ORGANIZATION; EMPLOYMENT PRACTICES; FINANCIAL SUPPORT; RECORDS (FORMS); SECONDARY GRADES

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF VOCATIONAL EDUCATION, THIS HANDBOOK IS FOR SCHOOL ADMINISTRATORS, COORDINATORS AND TEACHERS TO USE IN PLANNING, ESTABLISHING AND CONDUCTING COOPERATIVE VOCATIONAL EDUCATION PROGRAMS. THE BASIC PURPOSE OF THE COOPERATIVE PROGRAM IS TO PROVIDE OCCUPATIONAL TRAINING THROUGH THE USE OF BUSINESS AND INDUSTRIAL CONCERNS. PROBLEMS CONNECTED WITH SUCH A PROGRAM INCLUDE: (1) PROGRAM ORGANIZATION AND ESTABLISHMENT, (2) PROGRAM GUIDELINES, (3) LAW, RULES, AND REGULATIONS FOR EMPLOYMENT, (4) ADMINISTRATION AND SUPERVISION, (5) FINANCING THE PROGRAM, AND (6) EVALUATION. INFORMATION CONCERNING PROCEDURES AND SAMPLE FORMS IS APPENDED. (GEB)

VT 014 269
PLASTICS EDUCATION GUIDE.

SOCIETY OF THE PLASTICS INDUSTRY, INC., NEW YORK, N.Y. COMMITTEE ON PLASTICS EDUCATION.;PLASTICS EDUCATION FOUNDATION, GREENWICH, CONN.
MF AVAILABLE IN VT-ERIC SET.
PLASTICS EDUCATION FOUNDATION, FOUR LORNA LANE, LOUDONVILLE, N.Y. 12211 ($1.00; 2 OR MORE-$.60)
PUB DATE - 70 51P.1970 REVISION.

DESCRIPTORS - *VOCATIONAL EDUCATION; *RESOURCE MATERIALS; *BIBLIOGRAPHIC CITATIONS; *PLASTICS; *CURRICULUM GUIDES; SECONDARY EDUCATION; COLLEGES; EQUIPMENT; INSTRUCTIONAL AIDS

ABSTRACT - REVISED BY THE PLASTICS EDUCATION FOUNDATION, THIS CURRICULUM GUIDE IS DESIGNED TO ASSIST AND ENCOURAGE EDUCATIONAL INSTITUTIONS ON ALL LEVELS AND FIRMS IN THE PLASTICS INDUSTRY IN PREPARING AND PRESENTING PLANNED PROGRAMS OF STUDY IN PLASTICS. CONTENTS INCLUDE: (1) EDUCATIONAL LEVELS AND COURSE OUTLINES, (2) REFERENCE SOURCES, (3) TRADE AND PROFESSIONAL ASSOCIATIONS, AND (4) EQUIPMENT AND SUPPLIES. REPRESENTATIVE COURSE OUTLINES ARE GIVEN FOR SECONDARY GRADES AND COLLEGES AND UNIVERSITIES. THE

REFERENCE SOURCES SECTION PRESENTS A LISTING OF NUMEROUS BOOKS, TRADE PUBLICATIONS, AND INDUSTRY LITERATURE. THIS IS A REVISION OF THE DOCUMENT AVAILABLE AS VT 005 291 (AIM FALL 1971). (GEB)|

VT 014 317
CURRICULUM GUIDE FOR TRADE AND INDUSTRIES AUTOMOTIVE MECHANICS PROGRAMS.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. TRADE AND INDUSTRIAL EDUCATION SECTION.;CLEMSON UNIV., S.C.
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL EDUCATION MEDIA CENTER, CLEMSON UNIVERSITY, CLEMSON, SOUTH CAROLINA 29631 ($2.50)
PUB DATE - 71 103P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; *AUTO MECHANICS; SECONDARY GRADES; *INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; LESSON PLANS; BIBLIOGRAPHIES; PROGRAM PLANNING; *STATE CURRICULUM GUIDES; COURSE CONTENT

ABSTRACT - PREPARED BY THE STATE DEPARTMENT OF EDUCATION, THIS CURRICULUM GUIDE IS FOR INSTRUCTORS AND ADMINISTRATORS TO USE IN PLANNING TRADE AND INDUSTRIAL COURSES IN THE AUTOMOTIVE TRADES CLUSTER FOR SECONDARY SCHOOLS. THE PURPOSE OF THE COURSE IS TO PROVIDE THE STUDENTS WHO HAVE AN INTEREST IN AN APTITUDE FOR AUTOMOTIVE REPAIR WORK WITH THE DESIRABLE ATTITUDES, SKILLS AND KNOWLEDGE REQUIRED FOR ENTRY EMPLOYMENT IN THIS FIELD. THIS 2-YEAR PROGRAM IS DESIGNED FOR 3 HOURS PER DAY FOR A TOTAL OF 540 HOURS PER YEAR AND IS OPEN TO ELEVENTH AND TWELFTH GRADES. COMMON COURSE TOPICS FOR THE TWO YEARS INCLUDE: (1) ORIENTATION, (2) BASIC ENGINES, (3) ELECTRICAL CIRCUITS, (4) FUELS, (5) TUNE-UPS, (6) BRAKE SYSTEMS, (7) WHEEL ALIGNMENT, (8) WHEEL BALANCING, (9) STEERING AND STEERING CONTROL, (10) SUSPENSION SYSTEMS, (11) CLUTCH SYSTEMS, (12) STANDARD TRANSMISSIONS, (13) DRIVESHAFTS AND UNIVERSAL JOINTS, (14) DIFFERENTIAL AND FINAL DRIVE, (15) AUTOMOTIVE ACCESSORIES, AND (16) HUMAN RELATIONS. LISTS OF SUGGESTED REFERENCE BOOKS, AVAILABLE PAMPHLETS, PERIODICALS,35 AND 16 MM FILMS, AND CATALOGUES ARE APPENDED. (GEB)|

VT 014 326
ELECTRICITY TRANSPARENCIES.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.;CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL EDUCATION MEDIA CENTER, CLEMSON UNIVERSITY, CLEMSON, SOUTH CAROLINA 29631 ($10.00)
PUB DATE - 70 140P.

DESCRIPTORS - *ELECTRICITY; *TRADE AND INDUSTRIAL EDUCATION; AUDIOVISUAL AIDS; *TRANSPARENCIES; INSTRUCTIONAL MATERIALS; ELECTRONICS

ABSTRACT - DEVELOPED BY HIGH SCHOOL ELECTRICITY AND MEDIA CENTER STAFF, THESE TRANSPARENCIES ARE FOR INSTRUCTORS' USE IN TRADE AND INDUSTRIAL EDUCATION PROGRAMS FOR TEACHING COURSES RELATED TO ELECTRICAL OCCUPATIONS. THIS PACKET INCLUDES BOTH THE 64 TRANSPARENCIES AND THE MASTER FOR EACH. SAMPLE TOPICS INCLUDE: (1) ELECTRONIC FORCES, (2) THERMOCOUPLE, (3) MAGNETISM, (4) RESISTANCE, (5) OHM'S LAW, (6) VOLTMETER-A.C. AND D.C., (7) OHMMETER, (8) PARALLEL AND SERIES CIRCUITS, (9) CONDUCTORS, (10) INSULATORS, AND (11) ELECTROPLATING. (GEB)|

VT 014 329
BURKETT, VERNER;MATTOX, RONALD
TRADES AND INDUSTRIES OPPORTUNITIES IN SOUTH CAROLINA FOR YOUTH.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. TRADE AND INDUSTRIAL EDUCATION SECTION.;CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.
MF AVAILABLE IN VT-ERIC SET.

PUB DATE - 71 35P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *COURSE DESCRIPTIONS; *OCCUPATIONAL GUIDANCE; SECONDARY SCHOOLS; PROGRAM DESCRIPTIONS; INSTRUCTIONAL MATERIALS; *EDUCATIONAL OPPORTUNITIES; STATE SCHOOLS; AREA VOCATIONAL SCHOOLS
IDENTIFIERS - SOUTH CAROLINA

ABSTRACT - DEVELOPED BY MATERIALS SPECIALISTS, TEACHER EDUCATORS AND SUPERVISORS, THIS DOCUMENT IS FOR OCCUPATIONAL GUIDANCE USE ON THE SECONDARY SCHOOL LEVEL. THE TRADE AND INDUSTRIAL COURSES DESCRIBED IN THE PUBLICATION ARE OFFERED IN THE SOUTH CAROLINA HIGH SCHOOLS AND AREA VOCATIONAL CENTERS. THE 30 OCCUPATIONAL AREAS INCLUDE: (1) APPLIANCE REPAIR, (2) AUTOMOTIVE MECHANICS, (3) AVIATION-TECHNOLOGY, (4) COSMETOLOGY, (5) ELECTRICITY-ELECTRONICS, (6) GRAPHIC COMMUNICATIONS, (7) POWER MECHANICS, (8) SHEET METAL, (9) SMALL ENGINE REPAIR, (10) TEXTILES, AND (11) WELDING. PERTINENT INFORMATION IS GIVEN ABOUT EACH AREA, PLUS INSTRUCTIONAL TOPICS TO BE COVERED. PICTURES ARE USED THROUGHOUT THE PUBLICATION. (GEB)|

VT 014 336
GUIDELINES--COOPERATIVE OCCUPATIONAL-VOCATIONAL EDUCATION AND WORK-STUDY PROGRAMS.

DELAWARE STATE DEPT. OF PUBLIC INSTRUCTION, DOVER. DIV. OF CAREER EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
COVEP-1
PUB DATE - 15SEP70 123P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *COOPERATIVE EDUCATION; *PROGRAM DEVELOPMENT; *GUIDELINES; PROGRAM IMPROVEMENT; *WORK STUDY PROGRAMS; PROGRAM ADMINISTRATION; CHILD LABOR LAWS; RESOURCE MATERIALS; SCHOOL INDUSTRY RELATIONSHIP; VOCATIONAL COUNSELING

ABSTRACT - IN AN EFFORT TO ENCOURAGE THE DEVELOPMENT OF ADDITIONAL COOPERATIVE EDUCATION AND WORK-STUDY PROGRAMS, THESE GUIDELINES WERE PREPARED FOR USE BY ADMINISTRATORS, COORDINATORS, COUNSELORS, AND TEACHERS. INFORMATION CONCERNING COOPERATIVE EDUCATION PROGRAMS COVER TOPICS SUCH AS: (1) WHERE COOPERATIVE EDUCATION PROGRAMS MAY BE USED, (2) EMPLOYER BENEFITS, (3) INDUSTRY'S ROLE, (4) STUDENT TRANSPORTATION, AND (5) CHILD LABOR LAWS. INFORMATION PROVIDED ON WORK-STUDY PROGRAMS INCLUDES: (1) TYPE OF WORK STUDENT MAY PERFORM, (2) STUDENT PARTICIPATION, (3) LIMITATIONS-HOURS AND COMPENSATION, AND (4) SUPERVISION AND COORDINATION. THE APPENDIX PROVIDES RESOURCE MATERIALS SUCH AS FORMS FOR TRAINING AGREEMENTS, EMPLOYER FOLLOW-UP, AND EMPLOYER AND STUDENT REPORTS. A GUIDE TO CHILD LABOR PROVISIONS OF THE FAIR LABOR STANDARDS ACT IS BOUND WITHIN THE DOCUMENT. (JS)|

VT 014 337
BURKETT, B. VERNER
LOCATING AND SECURING A JOB.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. TRADE AND INDUSTRIAL EDUCATION SECTION.;CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL EDUCATION MEDIA CENTER, CLEMSON UNIVERSITY, CLEMSON, SOUTH CAROLINA 29631 ($0.50)
PUB DATE - 70 35P.

DESCRIPTORS - *VOCATIONAL EDUCATION; MANUALS; JOB PLACEMENT; *HIGH SCHOOL STUDENTS; *JOB APPLICATION; *BEHAVIOR; GUIDELINES; *EMPLOYMENT INTERVIEWS

ABSTRACT - PREPARED BY A MEDIA CENTER STAFF, THIS MANUAL IS FOR STUDENT USE IN LEARNING HOW TO SECURE A JOB. THE UNIT WAS WRITTEN PRIMARILY FOR HIGH SCHOOL STUDENTS WHO ARE ENROLLED IN A VOCATIONAL EDUCATION COURSE. TOPICS INCLUDE: (1) SECURING A JOB, (2) DECIDING WHAT KIND OF WORK YOU WOULD LIKE TO DO, (3) LOCATING JOB OPENINGS, (4) DECIDING WHERE YOU WOULD LIKE TO

WORK AND ARRANGING FOR A JOB INTERVIEW, (5) FILLING IN THE JOB APPLICATION, (6) BEING INTERVIEWED, AND (7) ACCEPTING OR REFUSING THE JOB. SAMPLE LETTERS, PROPER DRESS HABITS AND QUESTIONS ARE GIVEN. (GEB)|

VT 014 373
PERFORMANCE OBJECTIVE HANDBOOK, 1970-71.

ROBERT F. KENNEDY YOUTH CENTER, MORGANTOWN, W. VA. BUREAU OF PRISONS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 315P.

DESCRIPTORS - TEACHING GUIDE; *VOCATIONAL EDUCATION; *BEHAVIORAL OBJECTIVES; EDUCATIONAL INNOVATION; GRAPHIC ARTS; ELECTRONICS; AEROSPACE TECHNOLOGY; CONSUMER EDUCATION; CHANGING ATTITUDES; *INSTRUCTIONAL MATERIALS; *RESOURCE MATERIALS; PERFORMANCE TESTS
IDENTIFIERS - *PERFORMANCE OBJECTIVES

ABSTRACT - THIS HANDBOOK, DEVELOPED BY THE EDUCATION STAFF UNDER THE DIRECTION OF SUPERVISORS OF EDUCATIONAL SERVICES AT THE CENTER, WAS DESIGNED TO PROMOTE AN AWARENESS OF THE NEED FOR INNOVATION IN A CORRECTIONAL INSTITUTION. BECAUSE MOST OF THE POPULATION IN SUCH INSTITUTIONS ARE SCHOOL DROPOUTS, THEY NEED A NEW APPROACH TO EDUCATION. BEHAVIORALLY STATED OBJECTIVES ARE GIVEN FOR 35 UNITS CATEGORIZED UNDER SEVEN HEADING: (1) PRE-INDUSTRIAL ORIENTATION, (2) AEROSPACE CLUSTER, (3) GRAPHICS CLUSTER, (4) ELECTRONICS CLUSTER, (5) RELATED INFORMATION, (6) SUPPORTIVE INFORMATION, AND (7) SOCIAL EDUCATION. OBJECTIVES ARE STATED FOR SEVERAL ITEMS WITHIN EACH UNIT AND MILESTONES DESIGNATE THE BEGINNING OF EACH NEW ITEM. (GEB)|

VT 014 402
SHYKORA, MATT M., COMP.
SAFETY.

ALBERTA TEACHERS' ASSOCIATION, (CANADA). INDUSTRIAL ARTS AND VOCATIONAL EDUCATION COUNCIL.
MF AVAILABLE IN VT-ERIC SET.
INDUSTRIAL ARTS AND VOCATIONAL EDUCATION COUNCIL, THE ALBERTA TEACHERS' ASSOCIATION, 11010 - 142 STREET EDMONTON, ALBERTA, CANADA (FREE TO COUNCIL MEMBERS; SPECIAL SALES $2)
PUB DATE - DEC70 79P.

DESCRIPTORS - *SAFETY EDUCATION; *SCHOOL SAFETY; TEACHER RESPONSIBILITY; *INDUSTRIAL EDUCATION; *REFERENCE MATERIALS; *MANUALS; INSTRUCTIONAL MATERIALS; ACCIDENT PREVENTION; INDUSTRIAL ARTS

ABSTRACT - COMPILED BY A SUPERVISOR OF VOCATIONAL EDUCATION, THIS SAFETY MANUAL IS DESIGNED FOR ALL MEMBERS OF THE INDUSTRIAL ARTS AND VOCATIONAL EDUCATION COUNCIL. THE OBJECTIVES OF THE PUBLICATION ARE TO: (1) POINT OUT THE IMPORTANCE AND SIGNIFICANCE OF PROVIDING AN EFFECTIVE AND CONTINUOUS PROGRAM OF SAFETY EDUCATION IN THE SCHOOL LABORATORY, (2) PROVIDE SUGGESTIONS FOR IMPLEMENTING A SAFETY EDUCATION PROGRAM, (3) ASSIST TEACHERS IN DEVELOPING A SAFETY CONSCIOUS ATTITUDE IN STUDENTS, AND (4) MAKE TEACHERS AWARE OF THEIR LIABILITY. CONTENTS INCLUDE: (1) AREAS OF GENERAL INSTRUCTION AND GENERAL SAFETY SUGGESTIONS, (2) A SAFETY INSPECTION CHECKLIST, (3) GUIDELINES FOR ADMINISTERING AN EFFECTIVE SAFETY PROGRAM, (4) SAFETY TESTS, (5) SUGGESTED TEACHER PRACTICES, (6) A LETTER STATING WORKMEN'S COMPENSATION POLICY, (7) DEFINITIONS OF INDUSTRIAL ACCIDENT, (8) THE PURPOSE OF ACCIDENT INVESTIGATIONS, (9) ACCIDENT CONTROL POLICIES, AND (10) JOB SAFETY ANALYSIS PROCEDURES. THE SECTIONS ARE COLOR CODED FOR EASY REFERENCE. (GEB)|

VT 014 417 ED 057 250
STOKES, VERNON L.
AN INSTRUCTIONAL PROGRAM FOR TRAINING NONDESTRUCTIVE TESTING AND INSPECTION TECHNICIANS.

NORTH TEXAS STATE UNIV.,
DENTON.;TEXAS EDUCATION AGENCY,
AUSTIN. DIV. OF OCCUPATIONAL
RESEARCH AND DEVELOPMENT.
EDRS PRICE MF-$0.65 HC-$6.58.
PUB DATE - AUG71 199P.

DESCRIPTORS - INSTRUCTIONAL PROGRAMS; INSTRUCTIONAL MATERIALS; JUNIOR COLLEGES; COMMUNITY COLLEGES; *TECHNICAL EDUCATION; PROGRAM CONTENT; INSPECTION; *CURRICULUM GUIDES; BIBLIOGRAPHIES; RESOURCE MATERIALS; *INDUSTRIAL EDUCATION; *SUPPLEMENTARY TEXTBOOKS; *PRODUCTION TECHNICIANS; MANUFACTURING INDUSTRY
IDENTIFIERS - NONDESTRUCTIVE TESTING

ABSTRACT - THIS DOCUMENT, THE SECOND PORTION OF A TWO-PART STUDY, IS DESIGNED TO PROVIDE A GUIDE FOR THE FORMAL TRAINING OF TECHNICIANS FOR NONDESTRUCTIVE TESTING AND INSPECTION. INFORMATION IN THE GUIDE IS BASED ON RESULTS OF THE INDUSTRIAL SURVEY DISCUSSED IN PART I. THE SUBJECT MATTER IS INTENDED TO BE BOTH FLEXIBLE AND COMPREHENSIVE, AND INSTRUCTIONAL GOALS MUST BE FOCUSED ON ATTAINMENT OF A HIGH LEVEL OF PROFICIENCY IN EACH TECHNICIAN. THIS DOCUMENT CONTAINS AN INTRODUCTION CONSISTING OF CONSIDERATIONS FOR INSTRUCTION, A SIGNIFICANCE OF THE MANUFACTURING PROCESS, RESPONSIBILITY OF THE MANUFACTURER AND SERVICE COMPANY, AND EDUCATION OBJECTIVES. ALSO, THERE ARE CHAPTERS ON: (1) THE ORIGIN AND SIGNIFICANCE OF DISCONTINUITIES, (2) LIQUID PENETRANT METHODS, (3) MAGNETIC PARTICLE TESTING, (4) EDDY CURRENT TESTING, (5) ULTRASONIC TESTING, (6) RADIOGRAPHIC TESTING, (7) OTHER NONDESTRUCTIVE TESTING METHODS, AND (8) CURRICULUM. SAMPLE ILLUSTRATIONS AND RESOURCE MATERIALS ARE APPENDED, AND A BIBLIOGRAPHY IS INCLUDED. PART I IS AVAILABLE IN ARM VOL. 5, NO. 3 AS VT 014 416. (GEB)

VT 014 463
UHLMAN, NEIL, ED.;CASAD, BOB, ED.
CIVIL ENGINEERING TECHNOLOGY. PERFORMANCE SPECIFICATIONS AND TRAINING OBJECTIVES FOR THE TECHNICIAN.

WASHINGTON STATE COORDINATING
COUNCIL FOR OCCUPATIONAL EDUCATION,
OLYMPIA
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 61P.

DESCRIPTORS - CIVIL ENGINEERING; *ENGINEERING TECHNOLOGY; SUBPROFESSIONALS; TASK ANALYSIS; *JOB SKILLS; EDUCATIONAL NEEDS; MANUALS; *ENGINEERING TECHNICIANS; *TRAINING OBJECTIVES; *PERFORMANCE SPECIFICATIONS; TECHNICAL EDUCATION; INDUSTRIAL EDUCATION

ABSTRACT - DEVELOPED THROUGH A FUNDED RESEARCH PROJECT, THIS DOCUMENT IDENTIFIES MINIMUM JOB COMPETENCIES NEEDED BY CIVIL ENGINEERING TECHNICIANS FOR THE PURPOSE OF ESTABLISHING A BASE FOR COURSE CONTENT AND TRAINING OBJECTIVES. INSTRUCTORS OF CIVIL ENGINEERING TECHNOLOGY AND REPRESENTATIVES FROM INDUSTRY WORKED TOGETHER TO PRODUCE A FLOW DIAGRAM SHOWING MAJOR FUNCTIONS OF A CIVIL ENGINEERING TECHNICIAN. FUNCTION ANALYSIS FORMS FOR THE 24 TASKS ARE PRESENTED UNDER FOUR MAJOR CLASSIFICATIONS OF: (1) OFFICE SERVICES, (2) FIELD OPERATIONS, (3) MAKE PROJECT INSPECTIONS, AND (4) PERFORM CONSTRUCTION MANAGEMENT. EACH FUNCTION ANALYSIS FORM CONTAINS THE DEFINITION, RATIONALE, TASKS, AND TERMINAL BEHAVIOR OBJECTIVES OF THE FUNCTION UNDER CONSIDERATION. THE RESULTING PERFORMANCE SPECIFICATIONS PROVIDE THE TRAINING OBJECTIVES FOR AN INSTRUCTOR OF CIVIL ENGINEERING TECHNICIANS. (GEB)

VT 014 491
BALDRIDGE, WILLIAM K.
COURSE OF STUDY FOR VOCATIONAL MACHINE.

MIDDLETOWN CITY SCHOOL DISTRICT,
OHIO.
MF AVAILABLE IN VT-ERIC SET.
INSTRUCTIONAL MATERIALS CENTER,

MIDDLETOWN CITY SCHOOLS, 1515 GIRARD AVENUE, MIDDLETOWN, OHIO 45042 ($0.50)
PUB DATE - 71 29P.

DESCRIPTORS - VOCATIONAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *MACHINE TOOLS; *METALS; *CURRICULUM GUIDES; LESSON PLANS; *INSTRUCTIONAL MATERIALS; BIBLIOGRAPHIES; OCCUPATIONAL INFORMATION; SCHOOL SAFETY; EQUIPMENT MAINTENANCE; RESOURCE MATERIALS
IDENTIFIERS - *MACHINE SHOP

ABSTRACT - PREPARED UNDER THE GUIDANCE OF THE ADMINISTRATORS OF VOCATIONAL EDUCATION, THIS CURRICULUM GUIDE IS FOR INSTRUCTOR USE IN TEACHING VOCATIONAL MACHINE SHOP. SOME SPECIFIC OBJECTIVES OF THE COURSE ARE TO: (1) TEACH SAFETY AND THE PROPER RESPECT AND USE OF POWER AND HAND TOOLS, (2) DEVELOP MACHINE MANIPULATIVE SKILLS, (3) DEVELOP RESPONSIBLE ATTITUDES, (4) DEVELOP THE STUDENT IN RELATED THEORY AND MATHEMATICS, AND (5) PROMOTE INITIATIVE TOWARDS SELF-IMPROVEMENT. UNITS INCLUDE: (1) BENCH WORK, (2) BENCH GRINDER, (3) POWER CUT-OFF SAW, (4) LATHE, (5) ARBOR PRESS, (6) DRILL PRESS, (7) SHAPER, (8) PLANER, (9) HORIZONTAL AND VERTICAL MILLING, (10) BANDSAW, (11) INTERNAL AND EXTERNAL GRINDING, (12) TOOL CUTTER GRINDER, (13) FORGEWORK, (14) HEAT TREATING, (15) GAS AND ARC WELDING, AND (16) ELECTRICAL DISCHARGE MACHINE. EACH UNIT CONTAINS A BRIEF OUTLINE, TYPICAL JOBS, NEEDED TEACHING AIDS, SAFETY AND CARE TIPS, AND A SUGGESTED BIBLIOGRAPHY. THE LAST SECTION OF THE DOCUMENT INCLUDES A LIST OF PLANNED JOBS AND A BIBLIOGRAPHY. (GEB)|

VT 014 492
SEXTON, GLENNIS E.
COURSE OF STUDY FOR VOCATIONAL AUTOMOTIVE MECHANICS.

MIDDLETOWN CITY SCHOOL DISTRICT, OHIO.
MF AVAILABLE IN VT-ERIC SET.
INSTRUCTIONAL MATERIALS CENTER, MIDDLETOWN CITY SCHOOLS, 1515 GIRARD AVENUE, MIDDLETOWN, OHIO 45042 ($0.50)
PUB DATE - 71 34P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; OCCUPATIONAL INFORMATION; *CURRICULUM GUIDES; REFERENCE MATERIALS; AUTO MECHANICS (OCCUPATION); *INSTRUCTIONAL MATERIALS; BIBLIOGRAPHIES; *TEACHING GUIDES; EVALUATION TECHNIQUES; SECONDARY GRADES

ABSTRACT - DEVELOPED UNDER THE DIRECTION OF ADMINISTRATORS FOR VOCATIONAL EDUCATION, THIS CURRICULUM GUIDE IS FOR INSTRUCTOR USE IN TEACHING VOCATIONAL AUTOMOTIVE MECHANICS. SPECIFIC OBJECTIVES OF THE COURSE INCLUDE: (1) TO LEARN THE SKILLS AND RELATED TECHNICAL KNOWLEDGE NECESSARY TO ENTER THE AUTOMOTIVE TRADE, (2) TO DEVELOP AN UNDERSTANDING OF THE METHODS OF TESTING AUTOMOTIVE EQUIPMENT AND DIAGNOSIS OF FAULTY OPERATION, (3) TO DEVELOP AN UNDERSTANDING OF THE IMPORTANCE OF PROPER FITS AND TOLERANCES, AND (4) TO DEVELOP HABITS IN SAFETY, CLEANLINESS, AND COOPERATION. METHODS OF OPERATION AND INSTRUCTION ARE OUTLINED IN THE FIRST PART OF THIS DOCUMENT. UNITS INCLUDE: (1) TOOLS AND EQUIPMENT, (2) BRAKES, (3) ENGINES, (4) ELECTRICAL SYSTEMS, (5) FUEL SYSTEMS, (6) LUBRICATING SYSTEMS, (7) COOLING SYSTEMS, (8) POWER TRAINS, (9) SUSPENSION SYSTEMS, (10) STEERING SYSTEMS, (11) ACCESSORIES, AND (12) GENERAL SERVICE. EACH UNIT CONTAINS AN OUTLINE, OPERATIONS TO PERFORM, REFERENCES NEEDED, TEACHING AIDS, TEACHER DEMONSTRATION SUGGESTIONS, AND SAFETY PRECAUTIONS. THE AUTO SHOP POLICY, GENERAL REFERENCE MATERIAL, AND A BIBLIOGRAPHY ARE INCLUDED. (GEB)|

VT 014 493
MCNABB, NANCY
COURSE OF STUDY FOR VOCATIONAL COSMETOLOGY.

MIDDLETOWN CITY SCHOOL DISTRICT, OHIO.
MF AVAILABLE IN VT-ERIC SET.
INSTRUCTIONAL MATERIALS CENTER, MIDDLETOWN CITY SCHOOLS, 1515 GIRARD AVENUE, MIDDLETOWN, OHIO 45042 ($0.50)
PUB DATE - 71 61P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; *COSMETOLOGY; *COSMETOLOGISTS; SERVICE OCCUPATIONS; HYGIENE; BIBLIOGRAPHIES; SECONDARY EDUCATION; GRADE 11; GRADE 12

ABSTRACT - THIS CURRICULUM GUIDE CONTAINS A 2-YEAR COURSE OF STUDY FOR ELEVENTH AND TWELFTH GRADE STUDENTS INTERESTED IN COSMETOLOGY. UNITS ARE: (1) ORIENTATION, (2) BACTERIOLOGY, STERILIZATION, AND SANITATION, (3) CARE AND TREATMENT OF HAIR, SKIN, AND NAILS, (4) SCIENCE OF COSMETOLOGY, AND (5) MANAGEMENT OF A BEAUTY SALON. UNITS CONTAIN A BRIEF DESCRIPTION, OBJECTIVES, CONTENT OUTLINE, VOCABULARY TERMS, SUGGESTED TEACHER-STUDENT ACTIVITIES, EVALUATION IDEAS, AUDIO-VISUAL RESOURCES, AND BIBLIOGRAPHY. A LISTING OF SUBJECT MATTER TOPICS BY WEEK FOR BOTH GRADES IS PROVIDED. (SB)|

VT 014 495
COULTER, GEORGE D.
COURSE OF STUDY FOR VOCATIONAL AUTO BODY REPAIR.

MIDDLETOWN CITY SCHOOL DISTRICT, OHIO.
MF AVAILABLE IN VT-ERIC SET.
INSTRUCTIONAL MATERIALS CENTER, MIDDLETOWN CITY SCHOOLS, 1515 GIRARD AVENUE, MIDDLETOWN, OHIO 45042 ($0.50)
PUB DATE - 71 29P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; SECONDARY GRADES; *AUTO BODY REPAIRMEN; *INSTRUCTIONAL MATERIALS; BIBLIOGRAPHIES; *COURSE OBJECTIVES; TEACHING METHODS; REFERENCE MATERIALS; COURSE CONTENT; JOB SKILLS

ABSTRACT - DEVELOPED UNDER THE DIRECTION OF ADMINISTRATORS FOR VOCATIONAL EDUCATION, THIS CURRICULUM GUIDE IS FOR INSTRUCTOR USE IN TEACHING VOCATIONAL AUTO BODY REPAIR. THE PROGRAM IS DESIGNED FOR EIGHT 9-WEEK TERMS CONSISTING OF 1 HOUR RELATED CLASSROOM WORK AND 3 HOURS LABORATORY EXPERIENCE EACH DAY. SPECIFIC OBJECTIVES OF THE COURSE INCLUDE: (1) TO DEVELOP A PROFESSIONAL ATTITUDE, (2) TO ACQUIRE SELECTED BODY REPAIR SKILLS, (3) TO DEVELOP PRIDE IN GOOD WORKMANSHIP AND APPRECIATE CRAFTSMANSHIP, AND (4) TO UNDERSTAND THE TECHNIQUES AND PROCEDURES USED IN PLANNING AND OPERATING A PROFESSIONAL BUSINESS. FOLLOWING THE STATED PLAN OF INSTRUCTIONAL PRACTICES AND SHOP ORIENTATION AND ORGANIZATION PROCEDURES, THE COURSE OUTLINE IS PRESENTED. JOBS AND OPERATIONS AND RELATED INFORMATION IS OUTLINE FOR ALL PHASES OF AUTO BODY REPAIR. A BIBLIOGRAPHY IS INCLUDED. (GEB)|

VT 014 520
GENERAL MECHANICAL TRADES. A CURRICULUM GUIDE.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 270P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; SAFETY; MEASUREMENT; DRAFTING; WELDING; POWER MECHANICS; METALS; EQUIPMENT MAINTENANCE; *TEACHING GUIDES; *BEHAVIORAL OBJECTIVES; *INSTRUCTIONAL MATERIALS; TESTS

ABSTRACT - THROUGH THE COOPERATION OF PERSONNEL IN THE STATE DEPARTMENTS OF AGRICULTURE AND TRADE AND INDUSTRIAL EDUCATION PLUS TEACHERS IN THESE AREAS, THIS CURRICULUM GUIDE WAS DEVELOPED TO AID INSTRUCTORS IN TEACHING VARIOUS MECHANICAL TRADES. UNITS INCLUDED IN SEVEN AREAS ARE: (1) SAFETY, (2) BASIC MEASUREMENT, (3) BLUEPRINT

READING, (4) BECOMING A GOOD LEADER, (5) GAS WELDING, (6) OXYACETYLENE FUSION WELDING AND BRAZING, (7) ARC WELDING, (8) POSITION WELDING, (9) ENGINE OPERATION, (10) SERVICING SMALL ENGINES, (11) REPAIRING AND SHARPENING TOOLS, AND (12) METAL WORK. EACH INSTRUCTIONAL UNIT INCLUDES BEHAVIORAL OBJECTIVES, SUGGESTED ACTIVITIES FOR TEACHERS AND STUDENTS, INFORMATION SHEETS, ASSIGNMENT SHEETS, JOB SHEETS, VISUAL AIDS, TESTS, AND ANSWERS TO THE TEST. LINE DRAWINGS ARE USED FOR ILLUSTRATIONS. (GEB)|

VT 014 522
INSTRUCTIONAL MATERIALS VOCATIONAL-RELATED MATH. COORDINATED VOCATIONAL EDUCATION TRAINING, PRELIMINARY DRAFT.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER. CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER. OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL71 352P.PREPARED AT THE TRAINING INST. FOR TEACHERS OF THE HANDICAPPED (DURANT, OKLA., JULY 5-16, 1971).

DESCRIPTORS - MATHEMATICS MATERIALS; *MATHEMATICAL CONCEPTS; *VOCATIONAL EDUCATION; *INSTRUCTIONAL MATERIALS; *WORKBOOKS; STUDY GUIDES; TEACHING GUIDES; *EDUCATIONAL OBJECTIVES; TEXTBOOK ASSIGNMENTS; INDIVIDUALIZED INSTRUCTION; TESTS; ANSWER KEYS; HANDICAPPED STUDENTS

ABSTRACT - PREPARED DURING A TRAINING INSTITUTE FOR TEACHERS OF THE HANDICAPPED, THIS WORKBOOK WAS DESIGNED FOR STUDENTS AND INSTRUCTORS OF VOCATIONAL MATH COURSES. CONTENTS INCLUDE 22 UNITS UNDER THE TOPICS: (1) WHOLE NUMBER CONCEPTS, (2) FRACTION CONCEPTS, (3) DECIMAL CONCEPTS, AND (4) SPECIAL CONCEPTS. EACH UNIT CONTAINS STATED TERMINAL OBJECTIVES, SPECIFIC OBJECTIVES, SUGGESTED ACTIVITIES, INSTRUCTIONAL MATERIAL, INFORMATION SHEETS, ASSIGNMENT SHEETS, ANSWERS TO ASSIGNMENT SHEETS, TESTS, AND ANSWERS TO THE TESTS. LISTS OF MATH SKILL LEVELS, BASIC MATHEMATICS CONCEPTS, SUGGESTED REFERENCES FOR MATH SKILL, AND OBJECTIVES FOR OTHER UNITS ARE APPENDED. (GEB)|

VT 014 526
GENERAL CONSTRUCTION TRADES. A CURRICULUM GUIDE.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 305P.

DESCRIPTORS - *CONSTRUCTION INDUSTRY; *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; INSTRUCTIONAL MATERIALS; BEHAVIORAL OBJECTIVES; TESTS; SAFETY; HAND TOOLS; MEASUREMENT; BLUEPRINTS; ELECTRICITY; WOODWORKING; PLUMBING; CEMENT INDUSTRY; PAINTING; *STATE CURRICULUM GUIDES; SECONDARY GRADES; COURSE OBJECTIVES
IDENTIFIERS - OKLAHOMA

ABSTRACT - DEVELOPED BY STATE DEPARTMENT OFFICIALS, TEACHERS, AND GENERAL CONSTRUCTION TRADES PERSONNEL, THIS CURRICULUM GUIDE IS DESIGNED FOR INSTRUCTOR USE IN TEACHING THE GENERAL CONSTRUCTION TRADES IN VOCATIONAL EDUCATION. THE PROGRAM INCLUDES VOCATIONAL INSTRUCTION SO THAT STUDENTS MAY LEARN A SKILL WHILE ALSO AQUIRING BASIC KNOWLEDGE IN THE RELATED FIELDS OF MATH, SCIENCE, ENGLISH, AND SOCIAL STUDIES. EACH OF THE 13 INSTRUCTIONAL UNITS INCLUDES TERMINAL AND SPECIFIC MEASURABLE OBJECTIVES, SUGGESTED ACTIVITIES, INFORMATION SHEETS, ASSIGNMENT SHEETS, JOB SHEETS, TRANSPARENCY MASTERS, A QUIZ, AND ANSWERS TO THE QUIZ. THE UNITS ARE INCLUDED UNDER THE FOLLOWING TOPICS: (1) SAFETY AND TOOLS, (2) MEASURING AND BLUEPRINT READING, (3) LEADERSHIP, (4) CARPENTRY, (5) CONCRETE, (6) PLUMBING, (7) PAINTING, AND (8) ELECTRICITY. THE DOCUMENT IS COLOR CODED FOR EASY IDENTIFICATION OF

THE SECTIONS WITHIN EACH UNIT. (GEB)

VT 014 547 ED 058 449
VOCATIONAL INSTRUCTIONAL MATERIALS FOR TRADE AND INDUSTRIAL OCCUPATIONS AVAILABLE FROM FEDERAL AGENCIES.

NORTHWEST REGIONAL EDUCATIONAL LAB., PORTLAND, OREG.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$6.58.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (STOCK NUMBER 1780-0842, $1.50)
PUB DATE - AUG71 146P.

DESCRIPTORS - *ANNOTATED BIBLIOGRAPHIES; *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; *RESOURCE MATERIALS; EDUCATIONAL RESOURCES; VOCATIONAL EDUCATION; CAREER EDUCATION; OCCUPATIONAL GUIDANCE; HANDICAPPED STUDENTS; VOCATIONAL COUNSELING; DISADVANTAGED GROUPS; TEACHER EDUCATION; *FEDERAL GOVERNMENT
IDENTIFIERS - *FEDERAL AGENCIES

ABSTRACT - THIS ANNOTATED BIBLIOGRAPHY LISTS CURRICULUM MATERIALS FOR TRADE AND INDUSTRIAL EDUCATION WHICH WERE PRODUCED BY FEDERAL AGENCIES AND ARE APPROPRIATE FOR 36 SUBJECT MATTER AREAS, INCLUDING: (1) AIR CONDITIONING, (2) APPLIANCE REPAIR, (3) AUTOMOTIVE SERVICES, (4) AVIATION, (5) BLUEPRINT READING, (6) COMMERCIAL ARTS, (7) CONSTRUCTION AND MAINTENANCE, (8) DRAFTING, (9) ELECTRONICS, (10) FABRIC MAINTENANCE, (11) GRAPHIC ARTS, (12) INSTRUMENT MAINTENANCE AND REPAIR, (13) METALWORKING, (14) QUANTITY FOOD OCCUPATIONS, AND (15) REFRIGERATION. WHERE POSSIBLE, THESE SUBJECT MATTER AREAS ARE FURTHER SUBDIVIDED INTO SPECIFIC OCCUPATIONAL AREAS. IN ADDITION TO THE TRADE AND INDUSTRIAL AREA, INSTRUCTIONAL MATERIALS WHICH MAY HAVE GENERAL APPLICATION TO ANY VOCATIONAL AREA ARE CLASSIFIED INTO THESE CATEGORIES: (1) BASIC EDUCATION, (2) RELATED EDUCATION, (3) GUIDANCE AND COUNSELING, (4) TEACHER EDUCATION, AND (5) DISADVANTAGED/HANDICAPPED: INTERNAL AND EXTERNAL. ENTRIES ARE ARRANGED BY TITLE AND INCLUDE DATE OF PUBLICATION, NUMBER OF PAGES, AUTHOR OR CORPORATE AUTHOR, BRIEF ANNOTATION, SPECIAL ASPECTS, DOCUMENT CONTENTS, RELEVANT INSTRUCTIONAL AREAS, AND DOCUMENT SOURCE. AN INTRODUCTORY SECTION EXPLAINS THE CODING SYSTEM, LOCATING AND ORDERING MATERIALS AND INTERPRETING CITATIONS. RELATED DOCUMENTS ARE AVAILABLE IN THIS ISSUE AS VT 014 542-VT 014 548. (SB)

VT 014 573
HORNING, DONALD B., AND OTHERS
INDUSTRIAL EDUCATION COURSE OUTLINE: GRAPHIC ARTS 3-4.

LONG BEACH UNIFIED SCHOOL DISTRICT, CALIF. OFFICE OF CURRICULUM AND INSTRUCTION.
MF AVAILABLE IN VT-ERIC SET.
OFFICE OF CURRICULUM AND INSTRUCTION, LONG BEACH UNIFIED SCHOOL DISTRICT, 701 LOCUST AVENUE, LONG BEACH, CALIFORNIA 90813
PUB DATE - 70 31P.

DESCRIPTORS - *INDUSTRIAL ARTS; *OCCUPATIONAL INFORMATION; OCCUPATIONAL GUIDANCE; *GRAPHIC ARTS; *INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; SECONDARY GRADES; *CURRICULUM GUIDES; COURSE CONTENT

ABSTRACT - PREPARED UNDER THE SUPERVISION OF AN INDUSTRIAL EDUCATION CONSULTANT, THIS COURSE OUTLINE IS FOR INSTRUCTOR USE IN TEACHING GRAPHIC ARTS IN GRADES 10, 11, AND 12. THE MATERIAL IS DESIGNED FOR 2 SEMESTERS, 1 OR 2 PERIODS PER DAY. THIS IS A FOLLOWUP TO GRAPHIC ARTS 1-2 AND STUDENTS ARE EXPECTED TO PRODUCE MORE SOPHISTICATED JOBS AND TO INCREASE THEIR SKILL DEVELOPMENT. TOPICS INCLUDE: (1) LAYOUT AND DESIGN, (2) HAND COMPOSITION, (3) IMPOSITION AND MAKEUP, (4) PLATEN PRESS

OPERATION, (5) LINOLEUM BLOCK PRINTING, (6) SILK-SCREEN PRINTING, (7) BOOKBINDING, (8) OFFSET LITHOGRAPHY, AND (9) OCCUPATIONAL GUIDANCE. SUGGESTED ACTIVITIES, SKILLS, AND PROCESSES, TECHNICAL FUNCTIONAL INFORMATION, RELATED INFORMATION, AND LISTS OF INSTRUCTIONAL AIDS ARE PROVIDED FOR EACH TOPIC. AN EVALUATION CHECK LIST IS INCLUDED. (BH)|

VT 014 576
SYLLABUS IN TECHNICAL ELECTRICITY-ELECTRONICS.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF SECONDARY CURRICULUM DEVELOPMENT.
MF AVAILABLE IN VT-ERIC SET.
PUBLICATIONS DISTRIBUTION UNIT, THE STATE EDUCATION DEPARTMENT, EDUCATION BUILDING ANNEX, ALBANY, NEW YORK 12224 ($.50 EACH)
PUB DATE - 71 70P.

DESCRIPTORS - *ELECTRICITY; *ELECTRONICS; *TRADE AND INDUSTRIAL EDUCATION; *TECHNICAL EDUCATION; *CURRICULUM GUIDES; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; TEACHING GUIDES; COURSE DESCRIPTIONS; BIBLIOGRAPHIES
IDENTIFIERS - NEW YORK

ABSTRACT - DEVELOPED BY A CURRICULUM COMMITTEE, THIS CURRICULUM GUIDE IS DESIGNED FOR INSTRUCTOR USE IN TEACHING THE TECHNICAL ELECTRICAL-ELECTRONICS CURRICULUM IN NEW YORK STATE. SPECIFIC OBJECTIVES OF THE CURRICULUM PROVIDE: (1) A THOROUGH GROUNDING IN THE FUNDAMENTAL PRINCIPLES AND PRACTICES OF ELECTRICITY AND ELECTRONICS, (2) BACKGROUND MATERIAL SUFFICIENT FOR ENTRY INTO INDUSTRY, AND (3) A FOUNDATION IN TECHNICAL EDUCATION FROM WHICH A STUDENT THROUGH FURTHER STUDY MAY ADVANCE. THE DOCUMENT IS DESIGNED IN A 2-COLUMN FORMAT WITH ONE USED FOR IDENTIFYING CONTENT AND THE OTHER FOR TEACHING SUGGESTIONS. CONTENT INCLUDES: (1) BASIC ELECTRICITY, (2) BASIC ELECTRONICS, (3) ADVANCED ELECTRICITY OPTION, (4) ADVANCED ELECTRONICS OPTION, (5) COMPUTER CIRCUITRY OPTION, (6) ELECTRICAL CONSTRUCTION, AND (7) ELECTRICAL-ELECTRONIC DRAFTING. A BIBLIOGRAPHY AND A RESOURCE DIRECTORY ARE INCLUDED. (GEB)|

VT 014 601
COPELAND, CHARLES M., AND OTHERS
INDUSTRIAL EDUCATION COURSE OUTLINE: ARCHITECTURAL DRAFTING 3-4.

LONG BEACH UNIFIED SCHOOL DISTRICT, CALIF. OFFICE OF CURRICULUM AND INSTRUCTION.
MF AVAILABLE IN VT-ERIC SET.
OFFICE OF CURRICULUM AND INSTRUCTION, LONG BEACH UNIFIED SCHOOL DISTRICT, 701 LOCUST AVENUE, LONG BEACH, CALIFORNIA 90813
PUB DATE - 70 33P.

DESCRIPTORS - *INDUSTRIAL ARTS; *ARCHITECTURAL DRAFTING; GRADE 11; GRADE 12; DESIGN NEEDS; CONSTRUCTION NEEDS; *CURRICULUM GUIDES; COURSE CONTENT; *INSTRUCTIONAL MATERIALS; *RESOURCE MATERIALS; OCCUPATIONAL INFORMATION

ABSTRACT - PREPARED UNDER THE SUPERVISION OF AN INDUSTRIAL EDUCATION CONSULTANT, THIS COURSE OUTLINE IS FOR INSTRUCTOR USE IN TEACHING ARCHITECTURAL DRAFTING IN GRADES 11 AND 12. THE MATERIAL IS DESIGNED FOR 2 SEMESTERS, 5 PERIODS PER WEEK. INSTRUCTION IS DEVELOPED AROUND A STUDENT-DESIGNED HILLSIDE RESIDENCE CHARACTERIZED BY WOODFRAME, RAISED FLOOR, AND SPLIT-LEVEL CONSTRUCTION. THE COURSE INCLUDES: (1) SKETCHING, (2) SITE DEVELOPMENT, (3) STRUCTURE, (4) PRESENTATION RENDERINGS, (5) ARCHITECTURAL MODELS, (6) PRELIMINARY DESIGN, AND (7) WORKING DRAWINGS. SUGGESTED ACTIVITIES, SKILLS, AND PROCESSES, TECHNICAL FUNCTIONAL INFORMATION, RELATED INFORMATION, AND LISTS OF INSTRUCTIONAL AIDS ARE PROVIDED FOR EACH SECTION. AN EVALUATION CHECK LIST IS INCLUDED. (BH)|

VT 014 602
DARGATZ, GLENN E., AND OTHERS

INDUSTRIAL EDUCATION COURSE OUTLINE: AUTO MECHANICS 3-4.

LONG BEACH UNIFIED SCHOOL DISTRICT, CALIF. OFFICE OF CURRICULUM AND INSTRUCTION.
MF AVAILABLE IN VT-ERIC SET.
OFFICE OF CURRICULUM AND INSTRUCTION, LONG BEACH UNIFIED SCHOOL DISTRICT, 701 LOCUST AVENUE, LONG BEACH, CALIFORNIA 90813
PUB DATE - 70 55P.

DESCRIPTORS - *INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *COURSE CONTENT; *TEACHING GUIDES; INSTRUCTIONAL MATERIALS; SECONDARY GRADES; CONSUMER EDUCATION; SAFETY EDUCATION; SKILL DEVELOPMENT; AUTO MECHANICS (OCCUPATION)

ABSTRACT - PREPARED BY TEACHERS, THIS COURSE OUTLINE IS FOR INSTRUCTOR USE IN TEACHING AUTO MECHANICS IN GRADES 11 OR 12. THE COURSE IS DESIGNED FOR 2 SEMESTERS, 1 OR 2 PERIODS DAILY AND IS A FOLLOWUP TO THE INTRODUCTORY COURSE WHICH COVERS THE BASIC AUTOMOTIVE FUNDAMENTALS. SPECIFIC OBJECTIVES OF THE COURSE INCLUDE TO HELP STUDENTS TO: (1) DEVELOP KNOWLEDGE AND SKILLS COMMENSURATE WITH THE NEEDS OF THE AUTOMOTIVE CONSUMER AND PERSONS WITH AVOCATIONAL INTERESTS IN AUTOMOTIVES, (2) APPLY AND REINFORCE RECOGNITION OF THE IMPORTANCE OF RECOMMENDED SAFETY PRACTICES OF THE AUTOMOTIVE INDUSTRY, AND (3) DEVELOP SKILL IN THE USE AND CARE OF TOOLS AND EQUIPMENT OF THE AUTOMOTIVE INDUSTRY. INCLUDED IN THE 22 TOPICS OUTLINED ARE: (1) ENGINE COOLING SYSTEMS, (2) ELECTRICAL PRINCIPLES, (3) CRANKING MOTORS, (4) IGNITION SYSTEMS, (5) CLUTCHES, (6) TRANSMISSIONS, (7) SUSPENSION SYSTEMS, (8) WHEELS AND TIRES, AND (9) BRAKES. EACH TOPIC IS BROKEN INTO: (1) ACTIVITIES, SKILLS, AND PROCESSES, (2) TECHNICAL FUNCTIONAL INFORMATION, (3) RELATED INFORMATION, AND (4) INSTRUCTIONAL AIDS. AN EVALUATION CHECKLIST IS INCLUDED. (GEB)

VT 014 626
TURNER, J. HOWARD, AND OTHERS
SMALL ENGINES: CARE--OPERATION--MAINTENANCE--REPAIR. VOLUME 2 OF TWO VOLUMES, MAINTENANCE AND REPAIR.

AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS, GA.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
AMERICAN ASSOCIATION FOR VOCATIONAL, INSTRUCTIONAL MATERIALS, ENGINEERING CENTER, ATHENS, GEORGIA 30601 ($9.00)
PUB DATE - JUN71 204P.1971 REVISION.

DESCRIPTORS - *TEXTBOOKS; VOCATIONAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *POWER MECHANICS; *ENGINES; JUNIOR HIGH SCHOOLS; TECHNICAL ILLUSTRATIONS; REFERENCE MATERIALS; MAINTENANCE; INSTRUCTIONAL MATERIALS; *AUTO MECHANICS (OCCUPATION)

ABSTRACT - DEVELOPED BY EDUCATORS AND GOVERNMENT, BUSINESS, AND INDUSTRY CONSULTANTS, THIS REFERENCE, VOLUME II OF TWO VOLUMES, IS FOR STUDENT AND TEACHER USE AS PART OF A COURSE ON THE MAINTENANCE AND REPAIR OF SMALL ENGINES. MAJOR TOPICS INCLUDE: (1) MAINTENANCE AND REPAIR OF SMALL GASOLINE ENGINES, (2) MAINTAINING AND REPAIRING IGNITION SYSTEMS, (3) REPAIRING FAIL SYSTEMS, (4) REPAIRING GOVERNORS, (5) REPAIRING VALVES, (6) REPAIRING CYLINDERS AND PISTON-AND-ROD ASSEMBLIES, (7) REPAIRING LUBRICATING MECHANISMS IN 4-CYCLE ENGINES, (8) REPAIRING CAMSHAFT ASSEMBLIES IN 4-CYCLE ENGINES, AND (9) REPAIRING CRANKSHAFT ASSEMBLIES. THIS MATERIAL IS DESIGNED FOR USE IN JUNIOR HIGH SCHOOL VOCATIONAL PROGRAMS, AND REQUIRES A TEACHER WITH SOME BASIC BACKGROUND IN THE FIELD. EXTENSIVE USE IS MADE OF TECHNICAL ILLUSTRATIONS IN COLOR, AND THE DOCUMENT INCLUDES AN OWNER'S ENGINE INFORMATION FORM AND A LIST OF REFERENCES. A RELATED

DOCUMENT, VOLUME I IS AVAILABLE AS VT 013 575 (AIM VOL. 5, NO. 1). (GEB)|

VT 014 627
BUILDING INDUSTRIES OCCUPATIONS. A SUGGESTED SYLLABUS OF BASIC INSTRUCTION IN THE TRADES OF CARPENTRY, MASONRY, PLUMBING, HEATING, ELECTRICITY, AIR CONDITIONING, AND PAINTING AND DECORATING.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF SECONDARY CURRICULUM DEVELOPMENT.
MF AVAILABLE IN VT-ERIC SET.
PUBLICATIONS DISTRIBUTION UNIT, THE STATE EDUCATION DEPARTMENT, EDUCATION BUILDING ANNEX, ALBANY, NEW YORK 12224 ($.75)
PUB DATE - 71 126P.

DESCRIPTORS - *BUILDING TRADES; *CURRICULUM GUIDES; INSTRUCTIONAL MATERIALS; *RESOURCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; CARPENTERS; MASONRY; PLUMBING; HEATING; ELECTRICITY; AIR CONDITIONING; PAINTING; *EDUCATIONAL OBJECTIVES; COURSE CONTENT

ABSTRACT - PREPARED BY A CURRICULUM COMMITTEE, THIS CURRICULUM GUIDE IS DESIGNED FOR USE BY ADMINISTRATORS AND TEACHERS OF TRADE EDUCATION IN PRESENTING BASIC INSTRUCTION AND ENTRY LEVEL SKILLS IN THE TRADES OF CARPENTRY, MASONRY, PLUMBING, HEATING, ELECTRICITY, AIR CONDITIONING, AND PAINTING AND DECORATING. THE BUILDING INDUSTRIES OCCUPATIONS COURSE IN A 2-YEAR PROGRAM OF APPROXIMATELY 160 3-PERIOD TEACHING DAYS PER YEAR. THE REQUIRED CONTENT IS DESIGNED TO BE TAUGHT IN 80 PERCENT OF THE TOTAL TIME WITH THE OTHER 20 PERCENT ADAPTED TO LOCAL CONDITIONS SUCH AS EMPLOYMENT PROSPECTS, STUDENT ABILITY AND MOTIVATION, AND PHYSICAL PLANT CHARACTERISTICS. THE GUIDE IS ORGANIZED IN UNITS BY TRADE AREA, AND CONSISTS OF A 3-COLUMN FORMAT THAT INCLUDES CONTENT, OBJECTIVES, AND INFORMATION FOR THE TEACHER. LISTS OF BOOKS, TRANSPARENCIES, FILMSTRIPS, AND SOUND FILMS BY TRADE AREA, AND SOURCE ADDRESSES ARE APPENDED. (GEB)|

VT 014 645 ED 061 413
WRITING PERFORMANCE GOALS: STRATEGY AND PROTOTYPES. A MANUAL FOR VOCATIONAL AND TECHNICAL EDUCATORS.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.;MCGRAW-HILL BOOK CO., NEW YORK, N.Y. GREGG DIV.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$6.58.
GREGG DIVISION, MCGRAW-HILL BOOK COMPANY, NEW YORK, NEW YORK (PRODUCT CODE # 24640-8, $3.60 NET)
PUB DATE - ND 107P.

DESCRIPTORS - *PERFORMANCE CRITERIA; MANUALS; PERFORMANCE; STANDARDS; *EDUCATIONAL SPECIFICATIONS; PERFORMANCE SPECIFICATIONS; *EDUCATIONAL STRATEGIES; *MODELS; EDUCATIONAL OBJECTIVES; *BEHAVIORAL OBJECTIVES; VOCATIONAL EDUCATION; TECHNICAL EDUCATION; GUIDELINES

ABSTRACT - THE RESULT OF A COOPERATIVE PROJECT OF THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION AT THE OHIO STATE UNIVERSITY AND THE MCGRAW-HILL BOOK COMPANY, THIS MANUAL WAS PREPARED TO DEVELOP PROTOTYPES OF PERFORMANCE GOALS FOR USE BY CURRICULUM SPECIALISTS AND DEVELOPERS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION AND TO PROVIDE CONCOMITANT GUIDELINES FOR TRAINING WRITERS OF PERFORMANCE GOALS. THE DOCUMENT CONTAINS TWO SECTIONS, WITH THE FIRST PART MAKING UP THE MANUAL FOR PREPARING PERFORMANCE GOALS AND THE SECOND PROVIDING PROTOTYPES OF PERFORMANCE GOALS. PART I INCLUDES: (1) CHARACTERISTICS OF PERFORMANCE GOALS, (2) DEFINITION OF TERMS, (3) SOME QUESTIONS ABOUT PERFORMANCE GOALS, (4) A SYSTEM FOR WRITING PERFORMANCE GOALS, (5) THE NUMBER OF PERFORMANCE GOALS TO BE

PREPARED, AND (6) IMPLEMENTATION. PART II PROVIDES PROTOTYPE PERFORMANCE GOALS FOR VARIOUS AREAS OF AGRICULTURAL EDUCATION, BUSINESS AND DISTRIBUTIVE EDUCATION, HEALTH EDUCATION, HOME ECONOMICS EDUCATION, TECHNICAL EDUCATION, AND TRADE AND INDUSTRIAL EDUCATION. NUMEROUS CHARTS ILLUSTRATE THE MANUAL. (AW)

VT 014 650
PARADY, W. HAROLD, AND OTHERS
ELECTRIC MOTORS—SELECTION, PROTECTION, AND DRIVES.

AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS, GA.
MF AVAILABLE IN VT-ERIC SET.
AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ENGINEERING CENTER, ATHENS, GEORGIA 30601 ($2.60)
PUB DATE - JAN72 53P.

DESCRIPTORS - *MANUALS; *TRADE AND INDUSTRIAL EDUCATION; *GUIDES; *ELECTRIC MOTORS; INSTRUCTIONAL MATERIALS; *CONSUMER EDUCATION; ELECTRICITY; KINETICS

ABSTRACT - DEVELOPED BY THE AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, THIS MANUAL IS DESIGNED TO HELP PERSONS SELECT THE ELECTRIC MOTOR THAT IS BEST SUITED TO DRIVE SPECIFIED EQUIPMENT. UNDER THE SELECTION OF ELECTRIC MOTORS ATTENTION IS GIVEN TO MOTOR SPEED AND DUTY, AND TYPES OF BEARINGS, ENCLOSURES AND MOUNTING. UNITS ARE PRESENTED ON SELECTING MOTOR DRIVES AND DETERMINING DRIVE SIZES. AN ALPHABETICAL INDEX AND A LIST OF COMPANION PUBLICATIONS AND VISUALS ARE INCLUDED. EXTENSIVE ILLUSTRATIONS ARE PROVIDED BY COLOR PICTURES AND LINE DRAWINGS. (GEB)|

VT 014 663
VANDERFORD, DALE V.
PHILOSOPHY AND COURSE OUTLINE FOR DISADVANTAGED STUDENTS IN VOCATIONAL TRADE AND INDUSTRY.

BELLEVUE PUBLIC SCHOOLS, NEBR.
MF AVAILABLE IN VT-ERIC SET.
BELLEVUE PUBLIC SCHOOLS, DEPARTMENT OF CURRICULUM AND INSTRUCTION, BOX 458, BELLEVUE, NEBRASKA 68005 ($1.50)
PUB DATE - AUG70 19P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *CURRICULUM GUIDES; AUTO MECHANICS; METALS; WOODWORKING; MATHEMATICS; ENGLISH; *DISADVANTAGED YOUTH; *EDUCATIONAL PHILOSOPHY; OCCUPATIONAL GUIDANCE; COURSE CONTENT; OCCUPATIONAL INFORMATION

ABSTRACT - DEVELOPED AS RECOMMENDATIONS TO A PLANNING COMMITTEE, THIS CURRICULUM GUIDE IS DESIGNED TO AID INSTRUCTORS IN TEACHING VOCATIONAL TRADE AND INDUSTRY TO DISADVANTAGED STUDENTS. IT IS SUGGESTED THAT THESE ACTIVITIES BE USED WITH RELATIVELY SMALL CLASSES IN THE AREAS OF INDUSTRIAL ARTS AND VOCATIONAL EDUCATION. CONTENTS INCLUDE A SUGGESTED OUTLINE FOR TEACHING WOODWORKING, AUTO MECHANICS, AND METAL WORKING PLUS RECOMMENDATIONS TO THE ENGLISH AND MATHEMATICS DEPARTMENTS. THE OUTLINES INCLUDE: (1) PREREQUISITES, (2) JOB OPPORTUNITIES AVAILABLE TO STUDENTS, AND (3) SUGGESTED ACTIVITIES. A BIBLIOGRAPHY IS INCLUDED. (GEB)|

VT 014 666
VOCATIONAL YOUTH ORGANIZATIONS IN DELAWARE. AN INTEGRAL PART OF VOCATIONAL EDUCATION PROGRAMS.

DELAWARE STATE DEPT. OF PUBLIC INSTRUCTION, DOVER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - APR71 40P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *STUDENT ORGANIZATIONS; *TEACHING METHODS; *COCURRICULAR ACTIVITIES; *YOUTH CLUBS
IDENTIFIERS - FUTURE FARMERS OF AMERICA; FFA; FUTURE HOMEMAKERS OF AMERICA; FHA; DISTRIBUTIVE EDUCATION CLUBS OF AMERICA; DECA; VOCATIONAL INDUSTRIAL CLUBS OF AMERICA; VICA; DELAWARE BUSINESS

CLUBS; DBC

ABSTRACT - YOUTH ORGANIZATIONS IN VOCATIONAL EDUCATION PROVIDE OPPORTUNITIES FOR DEVELOPING A FEELING OF BELONGINGNESS AND PRIDE IN STUDENTS, INTERPRETING VOCATIONAL EDUCATION TO OTHERS, AND IMPROVING THE PUBLIC IMAGE OF VOCATIONAL EDUCATION. THIS PUBLICATION DISCUSSES THE BENEFITS AND ROLE OF STUDENT ORGANIZATIONS AND UTILIZING AND IMPLEMENTING THE ORGANIZATIONS AS A METHOD OF INSTRUCTION. THE BOOKLET ALSO PRESENTS DESCRIPTIONS OF THE FOLLOWING STUDENT ORGANIZATIONS: (1) FUTURE FARMERS OF AMERICA, (2) DISTRIBUTIVE EDUCATION CLUBS OF AMERICA, (3) VOCATIONAL INDUSTRIAL CLUBS OF AMERICA, (4) DELAWARE BUSINESS CLUBS, AND (5) FUTURE HOMEMAKERS OF AMERICA. SOURCES OF ADDITIONAL INFORMATION ARE INCLUDED. (SB)|

VT 014 700 ED 059 384
CURRICULUM GUIDE FOR ELECTRICITY-ELECTRONICS.

OREGON STATE BOARD OF EDUCATION, SALEM. DIV. OF COMMUNITY COLLEGES AND CAREER EDUCATION.
DOCUMENT NOT AVAILABLE FROM EDRS. OREGON BOARD OF EDUCATION, 942 LANCASTER DRIVE, NE, SALEM, OREGON 97310 ($2.50)
PUB DATE - SEP69 142P.

DESCRIPTORS - *ELECTRICITY; *ELECTRONICS; *CAREER EDUCATION; *CURRICULUM GUIDES; OCCUPATIONAL INFORMATION; OCCUPATIONAL GUIDANCE; CLUSTER ANALYSIS; *OCCUPATIONAL CLUSTERS; LEARNING ACTIVITIES; ELECTRIC CIRCUITS; ELECTROMECHANICAL TECHNOLOGY; COMMUNICATIONS; ELECTRICAL APPLIANCE SERVICEMEN; ELECTRICIANS; ELECTRICAL OCCUPATIONS; SAFETY EDUCATION; BEHAVIORAL OBJECTIVES; REFERENCE MATERIALS
IDENTIFIERS - THE OREGON WAY

ABSTRACT - DEVELOPED THROUGH A COOPERATIVE EFFORT BY INDUSTRY AND EDUCATION, THIS CURRICULUM GUIDE OUTLINES THE BASIC SKILLS AND KNOWLEDGE NECESSARY FOR ENTRY-LEVEL COMPETENCIES IN THE BROAD FIELD OF ELECTRICITY-ELECTRONICS, OR FOR ENTRANCE INTO AN APPRENTICESHIP, POST-HIGH SCHOOL, OR UNIVERSITY PROGRAM. THIS GUIDE IS ONE OF SEVERAL DEVELOPED FOR OREGON'S NEW APPROACH TO SECONDARY EDUCATION CALLED "THE OREGON WAY." THE PROGRAM IS BASED ON THE ASSUMPTIONS THAT SECONDARY SCHOOLS SHOULD BE PREPARATORY FOR ALL STUDENTS, AND THAT A PREPARATORY PROGRAM TIES THE CURRICULUM TO THE LIVES OF STUDENTS. AS A RESULT OF ANALYZING OVER 350 SEPARATE OCCUPATIONS, FIVE KEY CLUSTERS FOR ELECTRICITY-ELECTRONICS WERE DERIVED: (1) ELECTRONICS ASSEMBLER, (2) ELECTRICAL REPAIRMAN, (3) ELECTRICAL APPLIANCE SERVICEMAN, (4) ELECTRONICS TECHNICIAN, AND (5) ELECTRICIAN. FOLLOWING THE OCCUPATIONAL AND INSTRUCTIONAL DATA AND CURRICULUM SUGGESTIONS, COURSE OUTLINES ARE PROVIDED FOR: (1) CIRCUITRY FUNDAMENTALS, (2) ELECTROMECHANICS, AND (3) COMMUNICATIONS. REQUIRED KNOWLEDGE, BEHAVIORAL OBJECTIVES, AND SUGGESTED LEARNING ACTIVITIES ARE GIVEN FOR EACH UNIT. INFORMATION RELATED TO SAFETY AND MAINTENANCE, AND A LIST OF SUGGESTED EQUIPMENT AND FACILITIES ARE APPENDED. (GEB)

VT 014 701 ED 059 385
CURRICULUM GUIDE FOR METALS.

OREGON STATE BOARD OF EDUCATION, SALEM. DIV. OF COMMUNITY COLLEGES AND CAREER EDUCATION.
DOCUMENT NOT AVAILABLE FROM EDRS. OREGON BOARD OF EDUCATION, 942 LANCASTER DRIVE, NE, SALEM, OREGON 97310 ($2.50)
PUB DATE - SEP69 181P.

DESCRIPTORS - *METALS; *CURRICULUM GUIDES; *OCCUPATIONAL INFORMATION; *CAREER EDUCATION; OCCUPATIONAL GUIDANCE; INSTRUCTIONAL MATERIALS; CLUSTER ANALYSIS; COMMUNICATIONS; SHEET METAL WORKERS; AUTO BODY REPAIRMEN; MACHINISTS; WELDERS; REFERENCE MATERIALS; SAFETY EDUCATION; EQUIPMENT; LEARNING ACTIVITIES; BEHAVIORAL OBJECTIVES;

*OCCUPATIONAL CLUSTERS
IDENTIFIERS - THE OREGON WAY

ABSTRACT - DEVELOPED THROUGH A COOPERATIVE EFFORT BY INDUSTRY AND EDUCATION, THIS CURRICULUM GUIDE OUTLINES THE BASIC SKILLS AND KNOWLEDGE NECESSARY FOR ENTRY-LEVEL COMPETENCIES IN THE BROAD FIELD OF METALS, OR FOR ENTRANCE INTO AN APPRENTICESHIP, POST-HIGH SCHOOL, OR UNIVERSITY PROGRAM. THIS GUIDE IS ONE OF SEVERAL DEVELOPED FOR OREGON'S NEW APPROACH TO SECONDARY EDUCATION CALLED "THE OREGON WAY." THE PROGRAM IS BASED ON THE ASSUMPTIONS THAT SECONDARY SCHOOLS SHOULD BE PREPARATORY FOR ALL STUDENTS, AND THAT A PREPARATORY PROGRAM TIES THE CURRICULUM TO THE LIVES OF STUDENTS. AS A RESULT OF ANALYZING 1,023 SEPARATE OCCUPATIONS, FIVE KEY OCCUPATIONAL CLUSTERS FOR METALS WERE DERIVED: (1) FOUNDRY WORKER, (2) SHEET METAL WORKER, (3) AUTO BODY REPAIRMAN, (4) WELDER, AND (5) MACHINIST. FOLLOWING SOME OCCUPATIONAL AND INSTRUCTIONAL DATA AND CURRICULUM SUGGESTIONS, COURSE OUTLINES ARE PROVIDED FOR: (1) HOT METALS, (2) MACHINE PROCESSES, (3) METAL FABRICATION, AND (4) COMMUNICATION. REQUIRED KNOWLEDGE AND SKILLS, BEHAVIORAL OBJECTIVES, AND SUGGESTED LEARNING ACTIVITIES ARE GIVEN FOR EACH UNIT. INFORMATION DATED TO SAFETY AND MAINTENANCE, AND A LIST OF RELATED TOOLS, EQUIPMENT, AND FURNISHINGS ARE APPENDED. (GEB)

VT 014 766
COURSE OF STUDY FOR DRAFTING.

JOHN DICKINSON HIGH SCHOOL,
WILMINGTON, DEL.
MF AVAILABLE IN VT-ERIC SET.
STANTON SCHOOL DISTRICT, 1800
LIMESTONE ROAD, WILMINGTON,
DELAWARE 19804 ($2.00)
PUB DATE - ND 33P.

DESCRIPTORS - *CURRICULUM GUIDES; *DRAFTING; *INDUSTRIAL ARTS; *GRAPHIC ARTS; SECONDARY GRADES

ABSTRACT - THIS GUIDE FOR A 4-YEAR HIGH SCHOOL DRAFTING PROGRAM PROVIDES GENERAL INFORMATION, PROGRAM AIMS AND OBJECTIVES, GUIDELINES FOR STUDENT CONDUCT, TIME ALLOTMENT, AND SUGGESTED FACILITIES AND EQUIPMENT, FOLLOWED BY COURSE OUTLINES FOR DRAFTING 1, 2, 3, AND 4. DRAFTING 1 OUTLINES 13 INSTRUCTIONAL UNITS, LARGELY OF AN EXPLORATORY NATURE AND DEALING WITH THE FUNDAMENTALS OF DRAFTING. THE DRAFTING 2 OUTLINE, CONSISTING OF 10 INSTRUCTIONAL UNITS, IS A CONTINUATION OF THE STUDY OF FUNDAMENTALS OF TECHNICAL DRAWING BUT WITH AN INCREASE IN PROBLEM DIFFICULTY. DRAFTING 3, WITH 7 INSTRUCTIONAL UNITS, IS INTENDED TO PROVIDE THE STUDENT WITH AN OVERALL PICTURE OF SOME OF THE MANY TYPES OF SPECIALIZED DRAFTING. THE UNITS OF INSTRUCTION OF THIS SECTION INCLUDE MULTIVIEW DRAWINGS, DIMENSIONING, SECTIONING, PERSPECTIVES AND DRAWING REPRODUCTIONS. THE FINAL COURSE, WITH FOUR INSTRUCTIONAL UNITS, IS A CONTINUATION OF DRAFTING 3, BUT EMPHASIZES PROBLEMS OF GREATER DIFFICULTY AND ALLOWS THE STUDENT TO EXPLORE IN MORE DETAIL ANY SPECIAL AREAS OF DRAFTING WHICH INTEREST HIM. SOME SAMPLE TESTS AND DRAWINGS ARE INCLUDED. (AW)

VT 014 791
CHRISTENSON, DARWIN;POST, BELVA R.
COURSE OF STUDY FOR BUILDING
CONSTRUCTION.

EAST HIGH SCHOOL, SALT LAKE CITY,
UTAH.
MF AVAILABLE IN VT-ERIC SET.
COORDINATOR, CAREER DEVELOPMENT
PROGRAM SALT LAKE CITY BOARD OF
EDUCATION, 440 EAST FIRST SOUTH,
SALT LAKE CITY, UTAH 84111
PUB DATE - JUN70 94P.

DESCRIPTORS - *CURRICULUM GUIDES; TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *BUILDING TRADES; *CONSTRUCTION INDUSTRY; CONSTRUCTION (PROCESS); ENTRY WORKERS; GRADE 11; GRADE 12; *BEHAVIORAL OBJECTIVES
IDENTIFIERS - VOCATIONAL INDUSTRIAL

CLUBS OF AMERICA; VICA

ABSTRACT - PREPARED BY A BUILDING CONSTRUCTION INSTRUCTOR AND A SCHOOL VOCATIONAL COORDINATOR AS PART OF A 3-YEAR PROGRAM DESIGNED TO INCREASE THE COMPREHENSIVENESS OF HIGH SCHOOL VOCATIONAL PROGRAMS IN UTAH, THIS COURSE IS INTENDED PRIMARILY FOR 11TH AND 12TH GRADE STUDENTS WHO HAVE PREVIOUSLY COMPLETED COURSES IN INDUSTRIAL ARTS. EACH OF THE 13 UNITS INCLUDES A RECOMMENDED TIME FOR COVERAGE, A GENERAL CURRICULAR OBJECTIVE, AND SEVERAL MEASURABLE STUDENT BEHAVIORAL (INSTRUCTIONAL) OBJECTIVES, WITH EACH INSTRUCTIONAL OBJECTIVE BROKEN DOWN, IN OUTLINE FORM, TO PROVIDE STUDENT LEARNING ACTIVITIES, LEARNING MATERIALS, TEACHER MANAGEMENT ACTIVITIES, EVALUATIVE PROCEDURES, AND ADDITIONAL ACTIVITIES. TOPICS COVERED INCLUDE: (1) JOB ENTRY REQUIREMENTS AND STATE AND REGIONAL JOB AVAILABILITY, (2) OCCUPATIONAL CHOICE DOCUMENTATION ON APTITUDES AND DESIRES, (3) IDENTIFYING AND READING STRUCTURE BLUEPRINTS, (4) BUILDING CONSTRUCTION REQUIREMENTS, (5) COMPONENT PART LAYOUTS, (6) BUILDING MATERIALS, (7) WORK SAFETY, (8) PROPER USE OF HAND TOOLS AND POWER EQUIPMENT, (9) BASIC ROUGH CONSTRUCTION, (10) BASIC FINISH CONSTRUCTION, (11) ON-THE-JOB AND COOPERATIVE WORK EXPERIENCE, (12) VICA CLUB PARTICIPATION, AND (13) SEQUENCE OF TRAINING AND COURSE REQUIREMENTS FOR JOB ENTRY. SEVERAL CHECK SHEETS AND INSTRUCTIONAL CALENDARS ARE APPENDED. (AW)|

VT 014 792
COURSE OF STUDY FOR METAL FABRICATION.

EAST HIGH SCHOOL, SALT LAKE CITY, UTAH.
MF AVAILABLE IN VT-ERIC SET.
COORDINATOR, CAREER DEVELOPMENT PROGRAM SALT LAKE CITY BOARD OF EDUCATION, 440 EAST FIRST SOUTH, SALT LAKE CITY, UTAH 84111
PUB DATE - JUN70 81P.

DESCRIPTORS - *CURRICULUM GUIDES; TEACHING GUIDES; INDUSTRIAL ARTS; *VOCATIONAL EDUCATION; *COOPERATIVE EDUCATION; *METAL WORKING OCCUPATIONS; SECONDARY GRADES; METALS; *BEHAVIORAL OBJECTIVES
IDENTIFIERS - UTAH

ABSTRACT - THIS COURSE IS PART OF A 3-YEAR COOPERATIVE PILOT PROJECT DESIGNED TO INCREASE THE COMPREHENSIVENESS OF VOCATIONAL TRAINING IN LARGE HIGH SCHOOLS IN UTAH, AND TO CORRELATE THIS TRAINING WITH GENERAL EDUCATION COURSES SUCH AS ENGLISH, MATHEMATICS, AND SCIENCE. EACH OF THE 18 UNITS INCLUDES A GENERAL CURRICULAR OBJECTIVE AND ONE OR MORE MEASURABLE STUDENT BEHAVIORAL (INSTRUCTIONAL) OBJECTIVES, WITH THE INSTRUCTIONAL OBJECTIVES BROKEN DOWN, IN OUTLINE FORM, TO PROVIDE STUDENT LEARNING ACTIVITIES, LEARNING MATERIALS, TEACHER MANAGEMENT ACTIVITIES, EVALUATIVE PROCEDURES, AND ADDITIONAL ACTIVITIES. TOPICS COVERED INCLUDE: (1) SAFETY, (2) SHEET METAL, (3) WROUGHT IRON, (4) BENCH METAL, (5) OXY-ACETYLENE, (6) BRONZE WELDING, (7) OXY-ACETYLENE CUTTING, (8) SETTING UP ARC WELDING EQUIPMENT, (9) FLAT WELDING, (10) HORIZONTAL WELDING, (11) VERTICAL WELDING, (12) OVERHEAD WELDING, (13) GAS SHIELDED ARC WELDING, (14) JOB ENTRY REQUIREMENTS IN REGION AND STATE, (15) DOCUMENTATION OF OCCUPATIONAL CHOICE, (16) ON-THE-JOB AND COOPERATIVE WORK EXPERIENCE, (17) CLUBS, AND (18) TRAINING SEQUENCE AND COURSE REQUIREMENTS FOR JOB ENTRY. SAMPLE CHECK SHEETS AND AN INSTRUCTIONAL CALENDAR ARE APPENDED. (AW)|

VT 014 818
CURRICULUM GUIDE FOR VOCATIONAL MACHINE SHOP, GRADE ELEVEN.

CHICAGO BOARD OF EDUCATION, ILL.
MF AVAILABLE IN VT-ERIC SET.
BOARD OF EDUCATION, CITY OF CHICAGO, 228 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60601 ($3.00)
PUB DATE - 70 150P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; MACHINISTS; *MACHINE TOOL OPERATORS; *MACHINE TOOLS; SKILLED WORKERS; GRADE 11
IDENTIFIERS - CHICAGO PUBLIC HIGH SCHOOLS

ABSTRACT - DESIGNED TO ACQUAINT TEACHERS WITH THE OBJECTIVES OF THE VOCATIONAL MACHINE SHOP IN THE CHICAGO PUBLIC HIGH SCHOOLS, THIS GUIDE SUGGESTS IMPLEMENTING METHODS AND TECHNIQUES OF INSTRUCTION FOR USE IN THE 11TH GRADE SEGMENT OF THE PROGRAM. THE COURSE OUTLINE MAY BE USED IN ITS ENTIRETY OR MAY BE ADAPTED TO MEET INDIVIDUAL CLASS OR STUDENTS NEEDS. UNITS INCLUDING BOTH THEORY AND SHOP ASSIGNMENTS PROGRESSING FROM SIMPLE TO COMPLEX COVER: (1) SHOP ORIENTATION, (2) BENCH MACHINE SHOP OPERATIONS, (3) POWER HACKSAWS, BANDSAWS, AND ABRASIVE CUTOFF MACHINES, (4) BENCH AND PEDESTAL GRINDERS, (5) DRILL PRESS, (6) LATHE, (7) SHAPER, (8) MILLING MACHINE, (9) PRECISION GRINDERS, AND (10) HEAT TREATING. EACH UNIT PROVIDES UNDERSTANDINGS AND SKILLS TO BE LEARNED, CONTENT OUTLINE, SUGGESTED LEARNING EXPERIENCES, DEVELOPMENTAL VOCABULARY, AND RESOURCE MATERIALS. WORKING DRAWINGS OF MACHINE TOOLS AND EQUIPMENT ARE APPENDED, AND A BIBLIOGRAPHY OF BOOKS AND FILMS IS ALSO INCLUDED. THE RELATED GUIDE FOR GRADE 12 IS AVAILABLE IN THIS ISSUE AS VT 014 821. (AW)|

VT 014 821
CURRICULUM GUIDE FOR VOCATIONAL MACHINE SHOP, GRADE TWELVE.

CHICAGO BOARD OF EDUCATION, ILL.
MF AVAILABLE IN VT-ERIC SET.
BOARD OF EDUCATION, CITY OF CHICAGO, 228 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60601 ($3.50)
PUB DATE - 71 187P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINE TOOL OPERATORS; *MACHINE TOOLS; MACHINISTS; SKILLED WORKERS; GRADE 12; METAL WORKING OCCUPATIONS
IDENTIFIERS - CHICAGO PUBLIC HIGH SCHOOLS

ABSTRACT - DESIGNED TO ACQUAINT TEACHERS WITH THE OBJECTIVES OF THE VOCATIONAL MACHINE SHOPS IN THE CHICAGO PUBLIC HIGH SCHOOLS, THIS GUIDE SUGGESTS IMPLEMENTING METHODS AND TECHNIQUES OF INSTRUCTION FOR USE IN THE 12TH GRADE SEGMENT OF THE PROGRAM. A CONTINUATION OF THE 11TH GRADE COURSE (AVAILABLE IN THIS ISSUE AS VT 014 818), THE COURSE OUTLINE MAY BE USED IN ITS ENTIRETY OR MAY BE ADAPTED TO MEET INDIVIDUAL STUDENT OR CLASS NEEDS. UNITS INCLUDING BOTH THEORY AND SHOP ASSIGNMENTS PROGRESSING FROM SIMPLE TO COMPLEX COVER: (1) ADVANCED BENCH OPERATIONS, (2) POWER SAW, (3) DRILL PRESS, LATHE, AND SHAPER, (4) MILLING AND GRINDING, (5) JIGS AND FIXTURES, (6) BROACHING, (7) NUMERICAL CONTROL TECHNOLOGY, (8) CHEMICAL MACHINING, (9) HIGH ENERGY RATE FORMING, (10) ELECTOMACHINING PROCESSES, (11) CHIPLESS MACHINING, LASER BEAM MACHINING, ULTRASONIC MACHINING, AND ELECTRON BEAM MACHINING, AND (12) POWDERED METALLURGY. EACH UNIT PROVIDES UNDERSTANDINGS AND SKILLS TO BE LEARNED, CONTENT OUTLINE, SUGGESTED LEARNING EXPERIENCES, DEVELOPMENTAL VOCABULARY, AND RESOURCE MATERIALS. WORKING DRAWINGS OF MACHINE TOOLS AND EQUIPMENT ARE APPENDED, AND A BIBLIOGRAPHY OF BOOKS AND FILMS IS ALSO INCLUDED. (AW)|

VT 014 892 ED 060 218
BEHAVIORAL OBJECTIVES TRAINING PACKAGE.

EVALUATION SERVICE CENTER FOR OCCUPATIONAL EDUCATION, AMHERST, MASS.;NEW YORK STATE EDUCATION DEPT., ALBANY.;MASSACHUSETTS STATE BOARD OF EDUCATION, BOSTON.
EDRS PRICE MF-$0.65 HC-$6.58.
PUB DATE - NOV71 128P.

DESCRIPTORS - *BEHAVIORAL OBJECTIVES; EDUCATIONAL OBJECTIVES; *VOCATIONAL EDUCATION; *FEEDBACK; *EVALUATION TECHNIQUES; *MANUALS; CURRICULUM EVALUATION; CURRICULUM

DEVELOPMENT; TRANSPARENCIES
IDENTIFIERS - *EVALUATION SERVICE CENTER FOR OCCUPATIONAL EDUCATION; ESCOE

ABSTRACT - INTENDED FOR EDUCATORS INTERESTED IN AND COMMITTED TO AN INFORMATION FEEDBACK/EVALUATION SYSTEM, THIS 3-PART TRAINING PACKAGE CONTAINS INFORMATION PERTAINING TO THE EVALUATION SERVICE CENTER FOR OCCUPATIONAL EDUCATION (ESCOE) AND WHAT IT HAS TO OFFER BY WAY OF BEHAVIORAL OBJECTIVES, CURRICULUM IMPROVEMENT, AND FEEDBACK SERVICES. PART 1 CONTAINS BACKGROUND INFORMATION AND EXERCISES FOR LEARNING HOW TO WRITE AND USE BEHAVIORAL OBJECTIVES. PART 2 OFFERS AN OVERVIEW OF THE SERVICES PROVIDED BY THE ESCOE, INCLUDING EXAMPLES OF OBJECTIVES RECEIVED AND PROCESSED BY ESCOE AND FEEDBACK VIA COMPUTER PRINT-OUTS TO PARTICIPATING LOCAL EDUCATIONAL AGENCIES. PART 3 CONTAINS USEFUL STRATEGIES, SUGGESTIONS, AND TRAINING TECHNIQUES INTENDED TO HELP THOSE WHO ARE INTERESTED IN LEARNING HOW TO WRITE AND USE BEHAVIORAL OBJECTIVES IN THEIR INSTRUCTION AS WELL AS THOSE WHO PLAN TO TRAIN OTHERS IN THE FIELD. (SB)

VT 014 894
HANDBOOK FOR ADMINISTRATORS AND COORDINATORS OF COOPERATIVE VOCATIONAL EDUCATION.

WEST VIRGINIA RESEARCH COORDINATING UNIT FOR VOCATIONAL EDUCATION, HUNTINGTON.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 139P.

DESCRIPTORS - *ADMINISTRATOR GUIDES; *COOPERATIVE EDUCATION; *VOCATIONAL EDUCATION; *PROGRAM PLANNING; *COOPERATIVE PROGRAMS; SECONDARY GRADES; MANUALS; PROGRAM GUIDES; ADVISORY COMMITTEES

ABSTRACT - THIS HANDBOOK WAS PREPARED TO AID SCHOOL ADMINISTRATORS AND TEACHER-COORDINATORS IN THE PLANNING AND OPERATION OF COOPERATIVE VOCATIONAL EDUCATION PROGRAM. CONTENTS PROVIDE GENERAL INFORMATION ON COOPERATIVE VOCATIONAL EDUCATION, FOLLOWED BY: (1) PLANNING ACTIVITIES SUCH AS STUDENT AND COMMUNITY SURVEYS, (2) COORDINATION ACTIVITIES, INCLUDING UTILIZATION OF THE ADVISORY COMMITTEE, ORGANIZING TRAINING STATIONS, DEVELOPING TRAINING AGREEMENTS AND TRAINING PLANS, SELECTING AND SCHEDULING STUDENTS, AND EVALUATION, (3) DEVELOPMENT OF RELATED INSTRUCTION, (4) LEGAL ASPECTS, (5) SELECTED REFERENCES, AND (6) A GLOSSARY OF TERMS. SUGGESTED FORMS, A COORDINATION PLAN, AND A SECTION OF THE STATE PLAN FOR VOCATIONAL EDUCATION ARE APPENDED. (AW)

VT 014 896
EWEN, DALE, AND OTHERS
TECHNICAL PHYSICS.

PARKLAND COMMUNITY COLL., CHAMPAIGN, ILL.
MF AVAILABLE IN VT-ERIC SET.
DALE EWEN, PARKLAND COLLEGE, 2 MAIN STREET, CHAMPAIGN, ILL. 61820 ($4.50 FOR TEXT--1 LAB MANUAL)
PUB DATE - 71 460P.

DESCRIPTORS - *STUDY GUIDES; *TEXTBOOKS; MATHEMATICS; *PHYSICS; TECHNICAL EDUCATION; *INDUSTRIAL EDUCATION; ELECTRICITY; ENGINES; SECONDARY EDUCATION

ABSTRACT - DEVELOPED IN COOPERATION WITH THE ILLINOIS BOARD OF VOCATIONAL EDUCATION AND REHABILITATION AND WITH TECHNICAL HELP FROM PARKLAND COMMUNITY COLLEGE, THIS TEXT AND STUDY GUIDE IS DESIGNED TO EMPHASIZE PHYSICS CONCEPTS AS THEY APPLY TO THE INDUSTRIAL AND TECHNICAL FIELDS. WRITTEN AT A LANGUAGE AND MATHEMATICS LEVEL THAT IS REALISTIC FOR MOST STUDENTS IN VOCATIONAL-TECHNICAL PROGRAMS, THE MATERIAL COVERED CALLS FOR A PREREQUISITE YEAR OF HIGH SCHOOL ALGEBRA OR COMPLETION OF THE TECHNICAL MATHEMATICS PROGRAM. THE TEXT INCLUDES 29 CHAPTERS DEALING WITH: (1) MEASUREMENTS OF AREAS, MATTER, AND FOCUS, (2) LAWS OF PHYSICS AND

MATHEMATICS, (3) PRINCIPLES OF SIMPLE MACHINES, AND (4) AN INTRODUCTION TO THE PROPERTIES AND USES OF ELECTRICITY. AN APPENDIX CONTAINS DETAILED INSTRUCTION IN THE USE OF A SLIDE RULE AND TABLES OF WEIGHTS AND MEASURES. PROFUSE LINE DRAWINGS PROVIDE WORKING ILLUSTRATIONS THROUGHOUT THE TEXT. A TEACHER'S GUIDE AND A LABORATORY MANUAL ARE AVAILABLE IN THIS ISSUE AS VT 014 898 AND VT 014 899 RESPECTIVELY. (MU)

VT 014 898
EWEN, DALE, AND OTHERS
TECHNICAL PHYSICS, TEACHER'S GUIDE.

PARKLAND COMMUNITY COLL.,
CHAMPAIGN, ILL.
MF AVAILABLE IN VT-ERIC SET.
DALE EWEN, PARKLAND COLLEGE, 2 MAIN STREET, CHAMPAIGN, ILL. 61820
(INCLUDED WITH ORDER OF 15 OR MORE TEXTS; SEE VT 014 896)
PUB DATE - 71 31P.

DESCRIPTORS - *TEACHING GUIDES; *PHYSICS; *LABORATORY PROCEDURES; *VOCATIONAL EDUCATION; TECHNICAL EDUCATION; PHYSICAL SCIENCES; TEACHER ATTITUDES; ANSWER KEYS; SECONDARY GRADES; COMMUNITY COLLEGES

ABSTRACT - DESIGNED TO BE USED WITH THE TEXT, "TECHNICAL PHYSICS," AND THE ACCOMPANYING LABORATORY MANUAL, THIS TEACHER'S GUIDE PROVIDES A CHAPTER-BY-CHAPTER DIRECTION OF CLASSROOM ACTIVITIES AND SUGGESTIONS FOR EFFECTIVE TEACHER ATTITUDES IN DEVELOPING A PHYSICS PROGRAM FOR VOCATIONAL TECHNICAL STUDENTS. WITHIN EACH CHAPTER OF A TEXT COMMENTARY ARE TEACHING SUGGESTIONS, NUMBER-KEYED TO THE TEXT, WHICH INCLUDE REASONS FOR THE CONCEPTS FOUND IN THE TEXT AND THE PURPOSES THEY SERVE IN THE AIMS OF THE COURSE. SUGGESTED FILMS ARE LISTED BY TITLE GIVING CATALOG NUMBER, LENGTH OF FILM TIME, AND RENTAL COSTS. LISTS OF SUGGESTED EQUIPMENT AND ANSWERS TO PROBLEMS FROM BOTH THE TEXT AND MANUAL ARE PROVIDED. THE TEXTBOOK AND LABORATORY MANUAL ARE AVAILABLE IN THIS ISSUE AS VT 014 896 AND VT 014 899. (MU)

VT 014 899
EWEN, DALE, AND OTHERS
TECHNICAL PHYSICS, LABORATORY.

PARKLAND COMMUNITY COLL.,
CHAMPAIGN, ILL.
MF AVAILABLE IN VT-ERIC SET.
DALE EWEN, PARKLAND COLLEGE, 2 MAIN STREET, CHAMPAIGN, ILL. 61820
($4.50 FOR TEXT AND LAB MANUAL)
PUB DATE - 71 193P.

DESCRIPTORS - *LABORATORY MANUALS; *LABORATORY PROCEDURES; LABORATORY TECHNIQUES; *PHYSICS; *LABORATORY EXPERIMENTS; LABORATORY EQUIPMENT; SECONDARY GRADES; COMMUNITY COLLEGES; *VOCATIONAL EDUCATION

ABSTRACT - THIS LABORATORY MANUAL IS FOR STUDENT USE WITH THE TEXT, "TECHNICAL PHYSICS," WHICH IS DESIGNED FOR VOCATIONAL TECHNICAL PROGRAMS IN HIGH SCHOOLS AND COMMUNITY COLLEGES. THIRTY-EIGHT LESSONS COVER THE TOOLS USED, THE PRINCIPLES AND LAWS INVOLVED, AND THE CONDUCT OF LABORATORY EXPERIMENTS IN THE PHYSICS COURSE OF STUDY. THE TEXTBOOK AND TEACHER'S GUIDE ARE AVAILABLE IN THIS ISSUE AS VT 014 896 AND VT 014 898. (MU)

VT 014 929
DUPLANTIS, ERNEST P.
CLIMATE CONTROL--SECONDARY SCHOOL COURSE GUIDE.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LAB., RUTGERS UNIV., 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.50)
PUB DATE - MAR72 244P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *AIR CONDITIONING; REFRIGERATION; *TEACHING GUIDES; AIR FLOW; LEARNING ACTIVITIES;

REFRIGERATION MECHANICS; SECONDARY GRADES

ABSTRACT - DEVELOPED BY HIGH SCHOOL TEACHERS, THIS TEACHING GUIDE IS FOR A 2-YEAR HIGH SCHOOL PROGRAM IN AIR CONDITIONING. MAJOR SECTIONS ARE: (1) BASIC ELECTRICITY, (2) REFRIGERATION, (3) COMMERCIAL REFRIGERATION, (4) YEAR ROUND AIR CONDITIONING, (5) AIR DISTRIBUTION, (6) CONTROLS, (7) TROUBLE SHOOTING, AND (8) CUSTOMER RELATIONS. THE UNITS IN EACH SECTION CONTAIN OBJECTIVES, SUGGESTED TOOLS AND MATERIALS, UNIT OUTLINES, AND SUGGESTED LABORATORY, SHOP, AND STUDENT ACTIVITIES. (SB)

VT 014 932   ED 061 435
COOPERATIVE EDUCATION GENERAL RELATED INSTRUCTIONAL UNITS.

ARIZONA STATE DEPT. OF VOCATIONAL EDUCATION, PHOENIX.
EDRS PRICE MF-$0.65 HC-$6.58.
PUB DATE -   JUN70   162P.JUNE 1970 REVISION.

DESCRIPTORS - *STUDY GUIDES; *INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; *COOPERATIVE EDUCATION; YOUTH CLUBS; CAREER PLANNING; *VOCATIONAL ADJUSTMENT; HUMAN RELATIONS; WORKBOOKS
IDENTIFIERS - VOCATIONAL INDUSTRIAL CLUBS OF AMERICA; NICA; FUTURE HOMEMAKERS OFAMERICA; FHA; DISTRIBUTIVE EDUCATION CLUBS OF AMERICA; DECA; FUTURE FARMERS OF AMERICA; FFA

ABSTRACT - RESULTING FROM THE EFFORTS OF TEACHER-COORDINATORS IN A 3-WEEK WORKSHOP, THIS STUDY GUIDE WAS DESIGNED TO HELP STUDENT-TRAINEES ADJUST TO THE MANY FACTORS OF THE WORLD OF WORK. INCLUDING MATERIAL USEFUL IN A GENERAL RELATED CLASS, THE STUDY GUIDE IS ARRANGED IN THE FOLLOWING 10 UNITS; (1) INTRODUCTION TO COOPERATIVE EDUCATION, (2) YOUTH CLUBS AND PARLIAMENTARY PROCEDURE, (3) HUMAN RELATIONS, (4) THE RELATIONSHIP BETWEEN HEALTH, SAFETY, AND LABOR LAWS, (5) MANAGING YOUR PERSONAL FINANCES, (6) BUSINESS ORGANIZATION, (7) LABOR-MANAGEMENT, (8) CHOOSING A CAREER, (9) SEEKING EMPLOYMENT, AND (10) STATE COMPENSATION FUND. ALSO, THE STUDY GUIDE IS ORGANIZED TO ALLOW THE TEACHER TO USE THE UNITS IN ANY ORDER HE CHOOSES. ASSIGNMENT SHEETS ARE PROVIDED FOR EACH UNIT. (JS)

VT 014 935
HULLIN, LEROY T.
EXPLORATORY DRAFTING--AUTO MECHANICS.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LAB., RUTGERS UNIV., 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.75)
PUB DATE -   JUL70   91P.

DESCRIPTORS - *STUDY GUIDES; *INDUSTRIAL ARTS; VOCATIONAL EDUCATION; *DRAFTING; GRADE 9; *AUTO MECHANICS; AUTO MECHANICS (OCCUPATION); *MECHANICS (PROCESS); POWER MECHANICS

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALISTS AND DRAFTING INSTRUCTORS AS PART OF AN EXPLORATORY VOCATIONAL HIGH SCHOOL PROGRAM, THIS GUIDE IS INTENDED TO INTRODUCE DRAFTING TO NINTH-GRADE STUDENTS PLANNING TO SPECIALIZE IN THE SHOP AREA OF AUTO MECHANICS. CONTENTS INCLUDE THREE UNITS, COVERING: (1) USE OF BASIC DRAFTING TOOLS, WITH FOUR LESSONS, (2) BASIC BLUEPRINT READING, WITH FOUR LESSONS, AND (3) DRAFTING FOR THE AUTO MECHANIC STUDENT, WITH FOUR LESSONS. EACH LESSON PROVIDES OBJECTIVES, RELATED INFORMATION, AND STEP-BY-STEP PROCEDURES FOR ACCOMPLISHING A BASIC DRAFTING PROJECT. THE GUIDE IS ILLUSTRATED WITH NUMEROUS DRAWINGS, DIAGRAMS, AND FIGURES. THE COURSE INSTRUCTOR SHOULD HAVE DRAFTING SPECIALIZATION. (AW)|

VT 014 936

HULLIN, LEROY T.
EXPLORATORY DRAFTING--MASONRY.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LAB., RUTGERS UNIV., 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.75)
PUB DATE - JUL71 105P.

DESCRIPTORS - *STUDY GUIDES; *INDUSTRIAL ARTS; *DRAFTING; BLUEPRINTS; GRADE 9; *VOCATIONAL EDUCATION; *MASONRY

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALISTS AND DRAFTING INSTRUCTORS AS PART OF AN EXPLORATORY VOCATIONAL HIGH SCHOOL PROGRAM, THIS GUIDE IS INTENDED TO INTRODUCE DRAFTING TO NINTH-GRADE STUDENTS PLANNING TO SPECIALIZE IN THE SHOP AREA OF MASONRY. CONTENTS INCLUDE THREE UNITS, COVERING: (1) USE OF BASIC DRAFTING TOOLS, WITH FOUR LESSONS, (2) BASIC BLUEPRINT READING, WITH FOUR LESSONS, AND (3) DRAFTING FOR THE MASONRY STUDENT, WITH FIVE LESSONS. EACH LESSON PROVIDES OBJECTIVES, RELATED INFORMATION, AND STEP-BY-STEP PROCEDURES FOR ACCOMPLISHING A BASIC DRAFTING PROJECT. THE GUIDE IS ILLUSTRATED WITH NUMEROUS DRAWINGS, DIAGRAMS, AND FIGURES. THE COURSE INSTRUCTOR SHOULD HAVE DRAFTING SPECIALIZATION. (AW)|

VT 014 937
HULLIN, LEROY T.
EXPLORATORY DRAFTING--SHEET METAL.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LAB., RUTGERS UNIV., 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.75)
PUB DATE - MAR71 95P.

DESCRIPTORS - *STUDY GUIDES; *INDUSTRIAL ARTS; *VOCATIONAL EDUCATION; *DRAFTING; *SHEET METAL WORKERS; GRADE 9; SHEET METAL WORK; METAL WORKING OCCUPATIONS

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALISTS AND DRAFTING INSTRUCTORS AS PART OF AN EXPLORATORY VOCATIONAL HIGH SCHOOL PROGRAM, THIS GUIDE IS INTENDED TO INTRODUCE DRAFTING TO NINTH-GRADE STUDENTS PLANNING TO SPECIALIZE IN THE SHOP AREA OF SHEET METAL. CONTENTS INCLUDE THREE UNITS, COVERING: (1) USE OF BASIC DRAFTING TOOLS, WITH FOUR LESSONS, (2) BASIC BLUEPRINT READING, WITH FOUR LESSONS, AND (3) BASIC SHEET METAL DRAFTING, WITH FIVE LESSONS. EACH LESSON PROVIDES OBJECTIVES, RELATED INFORMATION, AND STEP-BY-STEP PROCEDURES FOR ACCOMPLISHING A BASIC DRAFTING PROJECT. THE GUIDE IS ILLUSTRATED WITH NUMEROUS DRAWINGS, DIAGRAMS, AND FIGURES. THE COURSE INSTRUCTOR SHOULD HAVE DRAFTING SPECIALIZATION. (AW)|

VT 014 938
HULLIN, LEROY T.
EXPLORATORY DRAFTING--MACHINE SHOP.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LAB., RUTGERS UNIV., 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.75)
PUB DATE - JUL71 91P.

DESCRIPTORS - *STUDY GUIDES; *INDUSTRIAL ARTS; VOCATIONAL EDUCATION; *DRAFTING; GRADE 9; *MACHINISTS; *MACHINE TOOL OPERATORS; MECHANICS (PROCESS); METAL WORKING OCCUPATIONS

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALISTS AND DRAFTING INSTRUCTORS AS PART OF AN EXPLORATORY VOCATIONAL HIGH SCHOOL PROGRAM, THIS GUIDE IS INTENDED TO

INTRODUCE DRAFTING TO NINTH-GRADE STUDENTS PLANNING TO SPECIALIZE IN THE AREA OF MACHINE SHOP. CONTENTS INCLUDE THREE UNITS, COVERING: (1) USE OF BASIC DRAFTING TOOLS, WITH FOUR LESSONS, (2) BASIC BLUEPRINT READING, WITH FOUR LESSONS, AND (3) DRAFTING FOR THE MACHINE SHOP STUDENT, WITH FIVE LESSONS. EACH LESSON PROVIDES OBJECTIVES, RELATED INFORMATION, AND STEP-BY-STEP PROCEDURES FOR ACCOMPLISHING A BASIC DRAFTING PROJECT. THE GUIDE IS ILLUSTRATED WITH NUMEROUS DRAWINGS, DIAGRAMS, AND FIGURES. THE COURSE INSTRUCTOR SHOULD HAVE DRAFTING SPECIALIZATION. (AW)|

VT 014 940
HULLIN, LEROY T.
EXPLORATORY DRAFTING--PRINTING.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.75)
PUB DATE - JUL71 94P.

DESCRIPTORS - *INDUSTRIAL ARTS; BLUEPRINTS; *PRINTING; *LABORATORY MANUALS; GRADE 9; TECHNICAL ILLUSTRATION; SCHOOL SHOPS; VOCATIONAL EDUCATION

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALISTS AND DRAFTING INSTRUCTORS, THIS PUBLICATION IS INTENDED FOR USE AT THE NINTH GRADE LEVEL TO INTRODUCE BEGINNING VOCATIONAL STUDENTS TO DRAFTING. UNITS ARE: (1) HOW TO USE BASIC DRAFTING TOOLS, WITH LESSONS ON THE DRAFTING PENCIL, PAPER, T-SQUARE, TRIANGLE, TRIANGULAR SCALE, AND COMPASS, (2) BASIC BLUEPRINT READING, WITH LESSONS ON WEIGHTS OF LINES, DRAWING PLACEMENT, AND DIMENSIONS, AND (3) DRAFTING FOR THE PRINT SHOP STUDENT, WITH LESSONS ON LETTERING STYLES, PROFESSIONAL CARDS, LETTERHEAD DESIGN, CENTER OF BALANCE, PAPER SIZE, AND BORDER DESIGN. ARRANGED IN A STEP-BY-STEP FORMAT EACH ILLUSTRATED LESSON CONTAINS AN OBJECTIVE, RELATED INFORMATION, AND STEPS TO ACHIEVE THE OBJECTIVE. (SB)

VT 014 942
HULLIN, LEROY T.
EXPLORATORY DRAFTING--COMMERCIAL ART.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.75)
PUB DATE - JUL71 103P.

DESCRIPTORS - *DRAFTING; *INDUSTRIAL ARTS; BLUEPRINTS; *LABORATORY MANUALS; *COMMERCIAL ART; TECHNICAL ILLUSTRATION; SCHOOL SHOPS; GRADE 9

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALISTS, THIS PUBLICATION IS INTENDED FOR USE AT THE NINTH GRADE LEVEL TO INTRODUCE BEGINNING VOCATIONAL STUDENTS TO DRAFTING FOR COMMERCIAL ARTS. UNITS ARE: (1) HOW TO USE BASIC DRAFTING TOOLS, WITH LESSONS ON THE DRAFTING PENCIL, PAPER, T-SQUARE, TRIANGLE, TRIANGULAR SCALE, AND COMPASS, (2) BASIC BLUEPRINT READING, WITH LESSONS ON WEIGHTS OF LINES, DRAWING PLACEMENT, AND DIMENSIONS, AND (3) DRAFTING FOR COMMERCIAL ART, WITH LESSONS ON ORTHOGRAPHIC AND ISOMETRIC DRAWING, FREEHAND SKETCHING, SHADING, AND SECTIONAL VIEW. ARRANGED IN A STEP-BY-STEP FORMAT, EACH ILLUSTRATED LESSON CONTAINS AN OBJECTIVE, RELATED INFORMATION, AND STEPS TO ACHIEVE THE OBJECTIVE. (SB)

VT 014 943
HULLIN, LEROY T.
EXPLORATORY DRAFTING--ELECTRONICS.

RUTGERS, THE STATE UNIV., NEW

BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF
EDUCATION, TRENTON. DIV. OF
VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM
LABORATORY, RUTGERS UNIVERSITY,
4103 BUILDING, KILMER CAMPUS, NEW
BRUNSWICK, NEW JERSEY 08903 ($1.75)
PUB DATE - JUL71 92P.

DESCRIPTORS - *DRAFTING; *ELECTRONICS; *INDUSTRIAL ARTS; SCHOOL SHOPS; *LABORATORY MANUALS; BLUEPRINTS; TECHNICAL ILLUSTRATION; GRADE 9; VOCATIONAL EDUCATION

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALIST, THIS MANUAL IS INTENDED FOR USE AT THE NINTH GRADE LEVEL TO INTRODUCE BEGINNING VOCATIONAL STUDENTS TO ELECTRONIC DRAFTING. UNITS ARE: (1) HOW TO USE BASIC DRAFTING TOOLS, WITH LESSONS ON THE DRAFTING PENCIL, PAPER, T-SQUARE, TRIANGLE, TRIANGULAR SCALE, AND COMPASS, (2) BASIC BLUEPRINT READING, WITH LESSONS ON WEIGHTS, DRAWING PLACEMENT, AND DIMENSIONS, AND (3) ELECTRONIC DRAFTING, WITH LESSONS ON ELECTRONIC SYMBOLS, SERIES AND PARALLEL CIRCUIT, BLACK AND SCHEMATIC DIAGRAM, AND BASIC PRINTED CIRCUITS. ARRANGED IN A STEP-BY-STEP FORMAT, EACH ILLUSTRATED LESSON CONTAINS AN OBJECTIVE, RELATED INFORMATION, AND STEPS REQUIRED TO ACHIEVE THE OBJECTIVE. (SB)

VT 014 944
HULLIN, LEROY T.
EXPLORATORY DRAFTING--CARPENTRY.

RUTGERS, THE STATE UNIV., NEW
BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF
EDUCATION, TRENTON. DIV. OF
VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM
LABORATORY, RUTGERS UNIVERSITY,
4103 BUILDING, KILMER CAMPUS, NEW
BRUNSWICK, NEW JERSEY 08903 ($1.75)
PUB DATE - JUL71 93P.

DESCRIPTORS - *DRAFTING; *CARPENTERS; *INDUSTRIAL ARTS; SCHOOL SHOPS; GRADE 9; *LABORATORY MANUALS; BLUEPRINTS; TECHNICAL ILLUSTRATION; VOCATIONAL EDUCATION

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALISTS, THIS MANUAL IS INTENDED FOR USE AT THE NINTH GRADE LEVEL TO INTRODUCE BEGINNING VOCATIONAL STUDENTS TO CARPENTRY DRAFTING. UNITS ARE: (1) HOW TO USE BASIC DRAFTING TOOLS, WITH LESSONS ON THE DRAFTING PENCIL, PAPER, T-SQUARE, TRIANGLE, TRIANGULAR SCALE, AND COMPASS, (2) BASIC BLUEPRINT READING, WITH LESSONS ON WEIGHTS OF LINES, DRAWING PLACEMENT, AND DIMENSIONS, AND (3) CARPENTRY DRAFTING, WITH LESSONS ON TRIANGULAR SCALE, ELEVATION AND PLAN VIEWS, STRUCTURAL MEMBERS, STYLES OF ROOFS, AND ROOF PITCH. ARRANGED IN A STEP-BY-STEP FORMAT, EACH ILLUSTRATED UNIT CONTAINS AN OBJECTIVE, RELATED INFORMATION, AND STEPS TO ACCOMPLISH THE OBJECTIVE. (SB)

VT 014 945
HULLIN, LEROY T.
EXPLORATORY DRAFTING--AUTO BODY REPAIR.

RUTGERS, THE STATE UNIV., NEW
BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF
EDUCATION, TRENTON. DIV. OF
VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM
LABORATORY, RUTGERS UNIVERSITY,
4103 BUILDING, KILMER CAMPUS, NEW
BRUNSWICK, NEW JERSEY 08903 ($1.75)
PUB DATE - JUL71 94P.

DESCRIPTORS - *DRAFTING; *AUTO BODY REPAIRMAN; *INDUSTRIAL ARTS; SCHOOL SHOPS; *LABORATORY MANUALS; BLUEPRINTS; TECHNICAL ILLUSTRATION

ABSTRACT - DESIGNED BY SUBJECT MATTER SPECIALISTS, THIS MANUAL IS INTENDED FOR USE AT THE NINTH GRADE LEVEL TO INTRODUCE BEGINNING VOCATIONAL STUDENTS TO DRAFTING FOR AUTO BODY REPAIR. UNITS ARE: (1) HOW TO USE BASIC DRAFTING TOOLS, WITH LESSONS ON THE DRAFTING PENCIL, PAPER, T-SQUARE, TRIANGLE, TRIANGULAR SCALE, AND COMPASS, (2) BASIC BLUEPRINT READING, WITH LESSONS ON WEIGHTS OF LINES, DRAWING PLACEMENT, AND DIMENSIONS, AND (3) DRAFTING FOR AUTO BODY REPAIRMAN, WITH UNITS ON WELDED JOINTS, FRENCH CURVES, BODY PANEL, AND SPRAY PAINTING. ARRANGED IN A STEP-BY-STEP FORMAT, EACH ILLUSTRATED LESSON CONTAINS AN OBJECTIVE, RELATED INFORMATION, AND STEPS TO ACCOMPLISH THE OBJECTIVE. (SB)

VT 014 951
TRAINING THE HOME APPLIANCE SERVICE TECHNICIAN. A VOCATIONAL EDUCATION GUIDE AND SUGGESTED CURRICULUM.

ASSOCIATION OF HOME APPLIANCE MANUFACTURERS, CHICAGO, ILL.
MF AVAILABLE IN VT-ERIC SET.
ASSOCIATION OF HOME APPLIANCE MANUFACTURERS, 20 N. WACKER DRIVE, CHICAGO, ILLINOIS 60606 ($2.00)
PUB DATE - JUN71 50P.

DESCRIPTORS - *PROGRAM GUIDES; *CURRICULUM GUIDES; RESOURCE MATERIALS; COURSE CONTENT; *TRADE AND INDUSTRIAL EDUCATION; *HOME FURNISHINGS; *APPLIANCE SERVICE TECHNICIANS; APPLIANCE REPAIRING; ELECTRICAL APPLIANCE SERVICEMEN; VOCATIONAL EDUCATION

ABSTRACT - DEVELOPED BY THE ASSOCIATION OF HOME APPLIANCE MANUFACTURERS, THIS PROGRAM GUIDE OUTLINES A BASIC VOCATIONAL EDUCATION PROGRAM FOR SERVICE TECHNICIANS. INCLUDED IN THE GUIDE ARE SUGGESTIONS FOR ORGANIZING THE SUPPORT FOR A PROGRAM, POSSIBLE FINANCING ALTERNATIVES, A CURRICULUM, AND INSTRUCTIONAL MATERIALS. THE GUIDE HAS BEEN COMPILED AND RELEASED IN LOOSE-LEAF FORM TO PROVIDE FOR PERIODIC UP-DATING OF ITS CONTENTS. REVISIONS IN THE BASIC MATERIALS ARE TO BE MADE AVAILABLE, FREE OF CHARGE, TO PURCHASERS OF THE GUIDE. (AUTHOR/JS)

VT 015 001
STEPNICH, IVAN C.
BASIC ELECTRICITY STUDY COURSE.

REFRIGERATING ENGINEERS AND TECHNICIANS ASSOCIATION, CHICAGO, ILL.
DOCUMENT NOT AVAILABLE FROM EDRS.
REFRIGERATING ENGINEERS AND TECHNICIANS ASSOCIATION, 435 NORTH MICHIGAN AVE., CHICAGO, ILLINOIS 60611 ($8.50; WITH 4 TAPE CASSETTES-$20.00; QUANTITY DISCOUNT TO EDUCATIONAL INSTITUTIONS)
PUB DATE - 69

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; *STUDY GUIDES; DIAGRAMS; VISUAL AIDS; ACHIEVEMENT TESTS; *ADULT VOCATIONAL EDUCATION

ABSTRACT - PREPARED BY AN ELECTRICAL ENGINEER, THIS DOCUMENT CONTAINS MATERIALS CONCERNING BASIC ELECTRICITY. FOLLOWING AN INTRODUCTION WHICH PROVIDES A BRIEF DISCUSSION OF ELECTRICITY AND DEFINITIONS, TEXTUAL INFORMATION KEYED TO STUDY DIAGRAMS, WORKBOOKS ASSIGNMENTS, AND SHORT TESTS ARE PROVIDED FOR LESSONS COVERING SUCH TOPICS AS: (1) ELECTRICAL FUNDAMENTALS, (2) OHM'S LAW, (3) DIRECT CURRENT - SERIES CIRCUITS, (4) PARALLEL CIRCUITS, (5) WHEATSTONE BRIDGE, (6) MAGNETISM, (7) CURRENT GENERATION, (8) OHM'S LAW FOR ALTERNATING CURRENT (9) TRANSFORMERS, AND (10) POWER TRANSMISSION AND BRANCH CIRCUITS. A MID-TERM EXAMINATION AND REVIEW TEST ARE ALSO INCLUDED. (SB)

VT 015 002
STEPNICH, IVAN C.
CONTROL THEORY AND FUNDAMENTALS STUDY COURSE. PART I.

REFRIGERATING ENGINEERS AND TECHNICIANS ASSOCIATION, CHICAGO, ILL.
DOCUMENT NOT AVAILABLE FROM EDRS.
REFRIGERATING ENGINEERS AND TECHNICIANS ASSN., 435 NORTH MICHIGAN AVE., CHICAGO, ILLINOIS 60611 ($8.50; WITH 6 TAPE CASSETTES-$30; QUANTITY DISCOUNT TO EDUCATIONAL INSTITUTIONS)
PUB DATE - 70

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *REFRIGERATION; *AIR CONDITIONING; *PROGRAMED INSTRUCTION; ACHIEVEMENT TESTS; DIAGRAMS; VISUAL AIDS

ABSTRACT - PREPARED BY AN ELECTRICAL ENGINEER, THIS DOCUMENT IS THE FIRST OF A 2-PART SERIES OF PROGRAMED INSTRUCTIONAL MATERIALS CONCERNING REFRIGERATION AND AIR CONDITIONING. TEXTUAL INFORMATION KEYED TO STUDY DIAGRAMS, WORKBOOK ASSIGNMENTS, AND SHORT TESTS ARE INCLUDED FOR LESSONS COVERING THESE TOPICS: (1) BASIC CONTROL THEORY, (2) TEMPERATURE SENSITIVE POWER ELEMENTS, (3) ELECTRICAL LINKAGES, (4) ACTUATORS AND ELECTRICAL COMPONENTS, (5) RESIDUAL CONTROLS, AND (6) VALVE AND DAMPER THEORY AND SELECTION. A MID-TERM EXAMINIATION COVERING THE SIX LESSONS IS ALSO INCLUDED. PART II IS AVAILABLE AS VT 015 003 IN THIS ISSUE. (SB)

VT 015 003
STEPNICH, IVAN C.
CONTROL THEORY AND FUNDAMENTALS STUDY COURSE. PART II.

REFRIGERATING ENGINEERS AND TECHNICIANS ASSOCIATION, CHICAGO, ILL.
DOCUMENT NOT AVAILABLE FROM EDRS. REFRIGERATING ENGINEERS AND TECHNICIANS ASSN., 435 NORTH MICHIGAN AVE., CHICAGO, ILLINOIS 60611 ($8.50; WITH 4 TAPE CASSETTES-$20.00; EDUCATIONAL QUANTITY DISCOUNT AVAILABLE)
PUB DATE - 70 212P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *REFRIGERATION; *AIR CONDITIONING; *PROGRAMED INSTRUCTION; ACHIEVEMENT TESTS; DIAGRAMS; VISUAL AIDS

ABSTRACT - PREPARED BY AN ELECTRICAL ENGINEER, THIS DOCUMENT IS THE SECOND OF A 2-PART SERIES OF PROGRAMMED INSTRUCTIONAL MATERIALS CONCERNING REFRIGERATION AND AIR CONDITIONING. TEXTUAL INFORMATION KEYED TO STUDY DIAGRAMS, WORKBOOK ASSIGNMENTS, AND SHORT TESTS ARE INCLUDED FOR LESSONS COVERING: (1) CENTRAL FAN SYSTEMS, (2) PNEUMATIC CENTRAL SYSTEMS, (3) SOLID STATE FUNDAMENTALS, (4) SOLID STATE CONTROL SYSTEMS, AND (5) FLUIDIC CONTROLS. A REVIEW TEST IS ALSO INCLUDED. PART I IS AVAILABLE AS VT 015 002 IN THIS ISSUE. (SB)

VT 015 016 ED 061 453
BOBBITT, FRANK;LETHIN, LINDA
TECHNIQUES FOR TEACHING DISADVANTAGED YOUTH IN VOCATIONAL EDUCATION.

MICHIGAN STATE UNIV., EAST LANSING. RURAL MANPOWER CENTER.
EDRS PRICE MF-$0.65 HC-$6.58.
SPEC-PAP-14
PUB DATE - DEC71 106P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *TEACHING METHODS; *DISADVANTAGED YOUTH; TEACHER ATTITUDES; SECONDARY GRADES; COUNSELING; STUDENT MOTIVATION; CURRICULUM DEVELOPMENT; PROGRAM EVALUATION; *EDUCATIONAL NEEDS; REFERENCE MATERIALS; *RESOURCE MATERIALS; EDUCATIONAL PROBLEMS; VOCATIONAL EDUCATION TEACHERS; TEACHING TECHNIQUES

ABSTRACT - DEVELOPED THROUGH A COLLEGE CURRICULUM DEPARTMENT, THIS PUBLICATION PROVIDES VOCATIONAL TEACHERS WITH A PRACTICAL REFERENCE ON PROBLEMS RELATING TO EDUCATING DISADVANTAGED STUDENTS. THE UNDERLYING THEME IS THAT THE TEACHER IS THE MAJOR FACTOR IN THE SUCCESS OF ANY PROGRAM FOR THE DISADVANTAGED. SEVERAL ASPECTS OF THE PROBLEM ARE CONSIDERED, INCLUDING: (1) IDENTIFICATION OF THE DISADVANTAGED AND THEIR NEEDS, (2) MOTIVATION, (3) TEACHER STUDENT RELATIONSHIP, (4) COUNSELING, (5) GROUPING DISADVANTAGED STUDENTS, (6) CURRICULUM, (7) TEACHING METHODS, (8) PROGRAM EVALUATION, AND (9) AVAILABLE FEDERAL RESOURCES. (BH)

VT 015 039
TRADE AND INDUSTRIAL RESOURCE SUPPLEMENT TO THE CONSUMER EDUCATION CURRICULUM GUIDE FOR OHIO.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
INSTRUCTIONAL MATERIALS LABORATORY, TRADE AND INDUSTRIAL EDUCATION, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($2.40 PLUS POSTAGE)
PUB DATE - 71 74P.

DESCRIPTORS - *RESOURCE GUIDES; CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CONSUMER EDUCATION; CONSUMER ECONOMICS; TEACHING PROCEDURES; SECONDARY GRADES; EVALUATION TECHNIQUES; BIBLIOGRAPHIES; LEARNING ACTIVITIES

ABSTRACT - DEVELOPED BY TRADE AND INDUSTRIAL EDUCATION TEACHERS WITH THE AID OF STATE DEPARTMENT AND UNIVERSITY TEACHING PERSONNEL, THIS SUPPLEMENT TO VT 012 356 (AIM SUMMER 1971) IS INTENDED TO ASSIST OHIO TEACHERS IN IMPROVING HIGH SCHOOL TRADE AND INDUSTRIAL EDUCATION CURRICULUMS BY INCORPORATING APPROPRIATE SEGMENTS OF CONSUMER EDUCATION. INSTRUCTIONAL UNITS ARE DEVELOPED AROUND SIX CONCEPTS COVERING: (1) THE ECONOMIC SYSTEM, (2) INCOME PROCUREMENT, (3) CONSUMER ALTERNATIVES, (4) CONSUMER BEHAVIOR DETERMINANTS, (5) ROLES, RIGHTS, AND RESPONSIBILITIES, AND (6) COMMUNITY RESOURCES. THE UNITS CONTAIN OBJECTIVES, PREPARATION SUGGESTIONS, SUGGESTED STUDENT ACTIVITIES AND EVALUATION, AND SUGGESTED RESOURCES. SEVERAL OF THE UNITS ALSO INCLUDE ILLUSTRATIONS WHICH MAY BE USED AS TRANSPARENCY MASTERS FOR OVERHEAD PROJECTION. A GLOSSARY OF TERMS AND A SELECTED BIBLIOGRAPHY OF BOOKS, PAMPHLETS, PERIODICALS, RESOURCE PERSONS, FILMSTRIPS, AND FILMS ARE PROVIDED. ANOTHER SUPPLEMENT IS AVAILABLE AS VT 014 067 (AIM VOL. 5, NO. 2) AND RELATED DOCUMENTS AS VT 015 040-VT 015 047 IN THIS ISSUE. (SB)

VT 015 088
ELECTRONICS 2. LEARNER'S MANUAL.
OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210
PUB DATE - 72 253P.

DESCRIPTORS - *CAREER EDUCATION; SECONDARY GRADES; *TRADE AND INDUSTRIAL EDUCATION; MANUALS; *ELECTRONICS; REFERENCE MATERIALS; INSTRUCTIONAL AIDS; CURRICULUM ENRICHMENT; *STUDY GUIDES; LEARNING ACTIVITIES; LEARNING EXPERIENCE; *WORKSHEETS; JOB SKILLS; BEHAVIORAL OBJECTIVES; MANUFACTURING; COMMUNICATIONS; APPLIANCE SERVICE TECHNICIAN; ELECTRONICS INDUSTRY
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - DEVELOPED BY AN INSTRUCTIONAL MATERIALS LABORATORY, THIS LEARNER'S MANUAL PROVIDES A STUDY GUIDE FOR SECONDARY STUDENTS IN A 1-YEAR BEGINNING ELECTRONICS COURSE. THE AIM OF THE GUIDE IS TO AID THE ELECTRONICS STUDENT STUDY OUTSIDE THE CLASSROOM BY BREAKING THE TEXTBOOK DOWN INTO SMALL STUDY UNITS, INFORMING THE STUDENT OF THE FUNDAMENTAL POINTS OF EACH UNIT, AND ALLOWING HIM TO SEE HOW WELL HE HAS LEARNED EACH UNIT. AN UNDERSTANDING OF THE PRACTICAL APPLICATIONS OF ELECTRONICS IS GAINED BY USE OF WORKSHEETS, EACH OF WHICH LISTS RELEVANT PAGES IN REFERENCE TEXTS, AND PROVIDES QUESTIONS AND SPACE FOR ANSWERING. THE MANUAL CONTAINS GENERAL INSTRUCTIONS FOR STUDYING THE TEXT AND SPECIFIC DIRECTIONS FOR PREPARING EACH ASSIGNMENT. IN ADDITION, THE 122 STUDY UNITS PROVIDE SPACE FOR LISTING ADDITIONAL REFERENCES AND FOR THE INSTRUCTOR'S ADDITIONS. INDIVIDUAL WORKSHEETS ARE PERFORATED FOR EASY REMOVAL, AND THREE-HOLE PUNCHED FOR INSERTION IN A RING BINDER. THIS LEARNER'S MANUAL IS USED IN CONJUNCTION WITH THE INSTRUCTOR'S MANUAL (VT 015 089) AND THE

EXPERIMENTAL MANUAL (VT 015 090) AVAILABLE IN AIM VOL. 5, NO. 4. (AG)

VT 015 089
ELECTRONICS 2. INSTRUCTOR'S MANUAL.

OHIO STATE DEPT. OF EDUCATION,
COLUMBUS. TRADE AND INDUSTRIAL
EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
OHIO TRADE AND INDUSTRIAL EDUCATION
SERVICE, INSTRUCTIONAL MATERIALS
LABORATORY, THE OHIO STATE
UNIVERSITY, 1885 NEIL AVENUE,
COLUMBUS, OHIO 43210
PUB DATE - 72 263P.

DESCRIPTORS - *MANUALS; INSTRUCTIONAL MATERIALS; *LESSON PLANS; INSTRUCTIONAL AIDS; REFERENCE MATERIALS; REVIEW (REEXAMINATION) *ELECTRONICS; *TRADE AND INDUSTRIAL EDUCATION; TEACHING GUIDES; *CAREER EDUCATION; SECONDARY GRADES; MANUFACTURING; COMMUNICATIONS; LEARNING ACTIVITIES; BEHAVIORAL OBJECTIVES; ELECTRONICS INDUSTRY; JOB SKILLS; COURSE CONTENT; TEACHING PROCEDURES
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - WRITTEN BY A HIGH SCHOOL ELECTRONICS TEACHER FOR USE BY INSTRUCTORS, THIS MANUAL PROVIDES THE TEACHER WITH THE MEANS TO COMBINE THEORETICAL INFORMATION WITH PRACTICAL EXPERIENCE FOR BEGINNING ELECTRONICS STUDENTS AT THE SECONDARY LEVEL. THE 122 LESSON PLANS, CORRESPONDING WITH THE STUDY GUIDE FOR STUDENTS, PROVIDE LESSON OBJECTIVES, REVIEW MATERIALS, AND A LESSON OUTLINE FOR EACH STUDY UNIT. A CLASSWORK ACTIVITIES SECTION AND QUESTIONS HELP THE INSTRUCTOR TO DETERMINE WHETHER LESSON OBJECTIVES ARE BEING ACHIEVED AND PERMIT ADDITIONAL INDIVIDUAL INSTRUCTION. A REFERENCE SECTION IN EACH LESSON PLAN GIVES SPECIFIC PAGES IN RECOMMENDED TEXTBOOKS AND LISTS OTHER REFERENCE TEXTS FOR THE USE OF STUDENTS. SPACE IS PROVIDED FOR THE INSTRUCTOR'S NOTES. A LEARNER'S MANUAL (VT 015 088) AND AN EXPERIMENT MANUAL (VT 015 090, ALSO IN THIS ISSUE) USED IN CONJUNCTION WITH THE INSTRUCTOR'S MANUAL. (AG)

VT 015 090
ELECTRONICS 2. EXPERIMENT MANUAL.

OHIO STATE DEPT. OF EDUCATION,
COLUMBUS. TRADE AND INDUSTRIAL
EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
OHIO TRADE AND INDUSTRIAL EDUCATION
SERVICE, INSTRUCTIONAL MATERIALS
LABORATORY, THE OHIO STATE
UNIVERSITY, 1885 NEIL AVENUE,
COLUMBUS, OHIO 43210
PUB DATE - 71 393P.

DESCRIPTORS - *CAREER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; INSTRUCTIONAL AIDS; LABORATORY EXPERIMENTS; *ELECTRONICS; SECONDARY GRADES; INSTRUCTIONAL MATERIALS; *LABORATORY PROCEDURES; BEHAVIORAL OBJECTIVES; ELECTRONICS INDUSTRY; JOB SKILLS; WORKSHEETS; LABORATORY EQUIPMENT; LEARNING ACTIVITIES; MANUFACTURING; COMMUNICATIONS; *LABORATORY MANUALS
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - THIS LABORATORY MANUAL WAS DEVELOPED BY INSTRUCTORS OF ELECTRONICS AT THE SECONDARY LEVEL AND INTENDED FOR THE USE OF HIGH SCHOOL STUDENTS, WITH AN INSTRUCTOR'S GUIDANCE, IN A BEGINNING 1-YEAR ELECTRONICS COURSE. THE 122 EXPERIMENTS CONSTITUTE A FRAMWORK FOR ADDITIONAL ACTIVITIES, BOTH INSIDE AND OUTSIDE THE CLASSROOM. THE PRIMARY AIM OF THIS MANUAL IS THE DEVELOPMENT OF SKILLS AND ATTITUDES NECESSARY FOR ENTERING AND PROGRESSING IN THE POSITION IN INDUSTRY OF AN ELECTRONICS TECHNICIAN. EACH STUDY UNIT CONTAINS A WORKSHEET STATING OBJECTIVES, LISTING REQUIRED APPARATUS, DESCRIBING BASIC PROCEDURES, AND PROVIDING QUESTIONS FOR REVIEW. THE REVIEW QUESTIONS GAUGE THE DEGREE OF SUCCESS IN ACCOMPLISHING THE OBJECTIVES OF EACH EXPERIMENT. SPACE IS FURNISHED FOR THE STUDENT'S NOTES. WORKING DIAGRAMS AND TABLES ILLUSTRATE THE TEXT. THIS LABORATORY MANUAL IS USED IN CONJUNCTION WITH THE STUDY

GUIDE (VT 015 088) AND INSTRUCTOR'S MANUAL (VT 015 089, AVAILABLE IN THIS ISSUE). (AG)

VT 015 091
NEWBY, HOWARD L.
SECONDARY VOCATIONAL AUTOMOTIVE MECHANICS. A TEACHER'S OUTLINE FOR USE IN ORGANIZATION AND MANAGEMENT OF INSTRUCTION.

MISSISSIPPI RESEARCH COORDINATING UNIT FOR VOCATIONAL-TECHNICAL EDUCATION, STATE COLLEGE.;MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
TRAD-INDUS-EDUC-PUB-9002
CURRICULUM COORDINATING UNIT, DRAWER DX, STATE COLLEGE, MISSISSIPPI 39762 ($2.50)
PUB DATE - 71 198P.1971 REVISION

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; SECONDARY GRADES; PROGRAM CONTENT; EDUCATIONAL METHODS; *STATE CURRICULUM GUIDES; *CAREER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; BIBLIOGRAPHIES; CURRICULUM GUIDES; ADMINISTRATOR GUIDES; REFERENCE MATERIALS; *AUTO MECHANICS (OCCUPATION); AUTO MECHANICS; TRAINING OBJECTIVES; TEACHING PROCEDURES; ACTIVITY LEARNING; ACTIVITY UNITS; CLASS ACTIVITIES; EQUIPMENT UTILIZATION; COURSE CONTENT
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - DEVELOPED BY A COMMITTEE OF LOCAL AUTOMOTIVE MECHANICS INSTRUCTORS FOR USE IN MISSISSIPPI SECONDARY EDUCATION, THIS TEACHING GUIDE HAS BEEN AUTHENTICATED BY AN INDUSTRIAL COMMITTEE FOR USE IN THE STATE VOCATIONAL TRAINING PROGRAMS. THE OUTLINE IS FOR A 2-YEAR COURSE (3 HOURS A DAY, 5 DAYS A WEEK, 36 HOURS A YEAR) AND IS PRESENTED IN A 2-COLUMN FORMAT OF TRADE PRINCIPLES AND TRADE PRACTICES AIMED AT PREPARING TRAINEES FOR ENTRY LEVEL JOBS FOR MONITORING PROGRESS ON THE JOB. DIRECTIONS TO THE INSTRUCTOR FOR USING THE GUIDE, ARE INCLUDED AND A SHORT JOB DESCRIPTION AND A COURSE DESCRIPTION EMPHASIZE THE GENERAL OBJECTIVES, THE PREREQUISITIES, THE COURSE CONTENT, AND THE NATURE OF THE TRAINING. A 5-PAGE BIBLIOGRAPHY INCLUDES TWO TEXTBOOKS RECOMMENDED BY THE CURRICULUM COMMITTEE AND VARIOUS OTHER SUGGESTED REFERENCES. AN EXTENSIVE APPENDIX INCLUDES A LISTING OF 12 CATEGORIES OF SUGGESTED JOBS WITH A CHECKLIST FOR DESIRED JOB ABILITIES, AN OUTLINE OF NEEDED MATHEMATICS AND SCIENCE KNOWLEDGE, FOLDOUT LAYOUTS AND LEGENDS FOR SHOP PLANS, AND A SET OF GENERAL AND SPECIFIC JOB INSTRUCTION SHEETS. (AG)

VT 015 115
BASIC EMPLOYMENT INFORMATION. A HANDBOOK FOR STUDENTS IN OCCUPATIONAL PREPARATION CLASSES. SENIOR HIGH SCHOOL EDITION.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-SC-629;CVTE-N-134
PUB DATE - 69 118P.PAES COLLECTION; 1969 REVISION

DESCRIPTORS - *OCCUPATIONAL GUIDANCE; *CAREER EDUCATION; EMPLOYMENT OPPORTUNITIES; GRADE 10; GRADE 11; GRADE 12; *INSTRUCTIONAL MATERIALS; LABOR UNIONS; RESOURCE MATERIALS; LABOR LAWS; POST SECONDARY EDUCATION; EMPLOYEE ATTITUDES; EMPLOYMENT INTERVIEWS; *EMPLOYMENT SERVICES; JOB APPLICATION; VOCATIONAL EDUCATION; FEDERAL PROGRAMS; *CONSUMER ECONOMICS; OCCUPATIONAL INFORMATION; BUDGETS; FAMILY LIFE EDUCATION; FRINGE BENEFITS; VISUAL AIDS
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - REVIEWED BY AN ADVISORY COMMITTEE OF SECONDARY SCHOOL TEACHERS AND SUPERVISORS AND SUPERVISORS OF THE INSTRUCTIONAL PLANNING AND SERVICES DIVISION, THIS SET OF SPIRAL BOUND STUDENT

STUDY SHEETS FOR USE IN SENIOR HIGH OCCUPATIONAL EDUCATION CLASSES INCLUDES SUGGESTIONS FOR TEACHER AND STUDENT USE OF THE HANDBOOK, INTRODUCTORY ADVICE TO THE STUDENT ABOUT OCCUPATIONAL TRAINING, AND EIGHT UNITS OF STUDY. INFORMATION ABOUT FEDERAL AND STATE EMPLOYMENT LAWS AND PROGRAMS DIRECTLY AFFECTING EMPLOYEES, OTHER RELATED ASPECTS OF THE ECONOMY, AND A FINAL 24-PAGE REFERENCE LIST OF POST-SECONDARY VOCATIONAL COURSES OFFERED IN LOS ANGELES CITY SCHOOLS MAKE UP THE HANDBOOK. AIMED AT MAKING THE SCHOOL-TO-WORK TRANSITION EASIER, THIS STUDENT MANUAL INCLUDES SPECIFIC INFORMATION ON LABOR UNIONS AND MANAGEMENT, FAMILY BUDGETS AND CREDIT BUYING, AND SELF-ANALYSIS AS AN ASSET IN SUCCESSFUL VOCATIONAL PLANNING. A DETAILED SET OF INSTRUCTIONS ABOUT OBTAINING AND KEEPING A JOB ARE A PART OF THE FIRST STUDY UNIT. VARIOUS CHARTS, TABLES, AND SAMPLES OF EMPLOYMENT-RELATED MATERIAL ILLUSTRATE THE STUDY GUIDE. (AG)

VT 015 130
INDUSTRIAL MATHEMATICS 1. AN INSTRUCTIONAL GUIDE FOR SENIOR HIGH SCHOOL.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
CVTE-N-129;PUB-SC-573
PUB DATE - 59 92P.PAES
COLLECTION

DESCRIPTORS - *TEACHING GUIDES; *TECHNICAL MATHEMATICS; MATHEMATICS; *INDUSTRIAL EDUCATION; SENIOR HIGH SCHOOLS; *MATHEMATICAL VOCABULARY; VOCABULARY DEVELOPMENT; LESSON PLANS; LEARNING ACTIVITIES; TEACHER DEVELOPED MATERIALS; MATHEMATICAL CONCEPTS; PERCENTAGE; ALGEBRA; GEOMETRY; MODERN MATHEMATICS; MATHEMATICAL APPLICATIONS; MEASUREMENT; *VOCATIONAL EDUCATION; INSTRUCTIONAL MATERIALS
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - THIS GUIDE IS DESIGNED TO AID SENIOR HIGH SCHOOL MATHEMATICS TEACHERS IN PRESENTING A COURSE PLANNED FOR STUDENTS WHOSE VOCATIONAL GOALS REQUIRE THAT THEY DEMONSTRATE UNDERSTANDINGS AND SKILLS IN INDUSTRIAL APPLICATIONS OF BASIC PRINCIPLES OF MATHEMATICS. THE FIRST SEMESTER COURSE IN A SEQUENCE DESIGNED FOR STUDENTS REQUIRING THIS SPECIALIZED PREPARATION, THE GUIDE REFLECTS NEW TRENDS IN THAT IT EMPHASIZES A NEW VOCABULARY OF PRECISION MEASUREMENT AND MEASURING INSTRUMENTS, ESTIMATION, MENTAL CALCULATIONS, AND MODERN VOCATIONAL APPLICATIONS OF ALGEBRA AND GEOMETRY. FOLLOWING BRIEF INTRODUCTORY MATERIAL, COURSE OBJECTIVES, AND SUGGESTED TEACHING SEQUENCE, UNITS OF INSTRUCTION COVER ARITHMETIC IN TRADE AND INDUSTRY, DENOMINATE NUMBERS AT WORK, PERCENTAGE ON THE JOB, PRACTICAL GEOMETRY, AND COMPUTATION WITH MEASURES. SECTIONS ON SUGGESTED APPROACH, ACTIVITIES, AND MATERIALS, PREPARED BY EXPERIENCED TEACHERS WHO HAVE FOUND THE SUGGESTIONS USEFUL IN ACTUAL CLASSROOM SITUATIONS, ARE INCLUDED FOR EACH INSTRUCTIONAL UNIT, AS WELL AS TOPICAL OUTLINES OF CONTENT, AND SUGGESTED REFERENCES. THROUGHOUT THE GUIDE, PROVISION IS MADE FOR INDIVIDUAL DIFFERENCES AND FOR THE INCLUSION OF ENRICHMENT TOPICS. (AW)

VT 015 199
MINI COURSE: JOB HUNTING TECHNIQUES, AND JOB INTERVIEW TECHNIQUES.

PONTIAC CITY SCHOOL DISTRICT, MICH.
MF AVAILABLE IN VT-ERIC SET.
CVTE-A-32
PUB DATE - 71 30P.PAES
COLLECTION

DESCRIPTORS - *EXPERIMENTAL PROGRAMS; CAREER EDUCATION; VOCATIONAL EDUCATION; CAREER PLANNING; HYGIENE; *JOB APPLICATION; *INSTRUCTIONAL MATERIALS; INSTRUCTIONAL AIDS;

OCCUPATIONAL GUIDANCE; GUIDES; READING MATERIALS; STUDENT TESTING; ARITHMETIC; LANGUAGE ARTS; *SHORT COURSES
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - IN SPRING 1971 THREE SPECIAL NEEDS COORDINATORS DEVISED AND TESTED THIS SHORT SAMPLE "MINI-COURSE" ON JOB HUNTING AND JOB INTERVIEW TECHNIQUES IN A 7-DAY COURSE OF STUDY. SUGGESTIONS FOR CAREER PLANNING, MANY SPECIFIC LISTS OF IMPORTANT FACTORS IN OBTAINING EMPLOYMENT, AND SAMPLE APPLICATION MATERIALS WITH A CHECKLIST ARE INCLUDED IN THE INSTRUCTIONAL GUIDE ON JOB HUNTING. A 7-PAGE "MINI-QUIZ" ON BASIC ARITHMETIC AND LANGUAGE ARTS SKILLS IS PROVIDED IN A SHORT SECTION ON JOB INTERVIEW TECHNIQUES. (AG)

VT 015 227 ED 063 463
INDUSTRIAL PREP, VOLUME ONE, SOPHOMORE YEAR--INTRODUCTION MATHEMATICS.

HACKENSACK PUBLIC SCHOOLS, N.J.
EDRS PRICE MF-$0.65 HC-$9.87.
CVTE-E-8
PUB DATE - ND 260P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; VOCATIONAL EDUCATION; *SHOP CURRICULUM; VISUAL AIDS; GRADE 10; BEHAVIORAL OBJECTIVES; *MATHEMATICS INSTRUCTION; *TEACHING GUIDES; CURRICULUM GUIDES; INSTRUCTIONAL AIDS; DEVELOPMENTAL PROGRAMS; PROGRAM CONTENT; STUDENT PROJECTS; WORKSHEETS; TESTS; LESSON PLANS; LEARNING ACTIVITIES; *INTERDISCIPLINARY APPROACH; INTEGRATED CURRICULUM
IDENTIFIERS - CAREER EXPLORATION

ABSTRACT - AS PART OF A 3-YEAR COMPREHENSIVE INTERDISCIPLINARY PROGRAM DEVELOPED BY A GROUP OF EDUCATORS FROM HACKENSACK HIGH SCHOOL, NEW JERSEY, THIS TEACHING GUIDE FOR A GRADE 10 MATHEMATICS UNIT IS DESIGNED AS A YEAR LONG STUDY OF MEASUREMENT IN PREPARATION FOR FURTHER TECHNICAL STUDY IN GRADES 11 AND 12. DAILY LESSON PLANS FOR THE FOUR SOPHOMORE UNITS STRESS BASIC CONCEPTS AND APPLICATIONS OF MATHEMATICAL MEASUREMENT. STUDENTS CONSTRUCT MODELS OF DUCTWORK, GEOMETRIC SOLIDS, DENSITIES OF METALS, AND PAPER BOX FABRICATION WHICH PROMOTE GROUP AND INDIVIDUAL PARTICIPATION IN DEVELOPING NECESSARY CONCRETE MATHEMATICAL SKILLS. THE PROGRAM INCORPORATES THE USE OF COMMUNITY RESOURCES FOR FIELD TRIPS AND PRESENTATIONS, AND INCLUDES LINE DIAGRAMS, QUIZZES, STUDENT WORKSHEETS, AND ACTIVITY LISTS. INTRODUCTORY RATIONALES PRECEDE EACH OUTLINED UNIT. THIS VOLUME IS PLANNED FOR USE WITH FOUR OTHERS, AVAILABLE AS VT 015 228-VT 015 231 IN THIS ISSUE. (AG)

VT 015 234
NEWBY, HOWARD L.
POST-SECONDARY VOCATIONAL INDUSTRIAL DRAFTING. A TEACHER'S OUTLINE FOR USE IN ORGANIZATION AND MANAGEMENT OF INSTRUCTION.

MISSISSIPPI RESEARCH COORDINATING UNIT FOR VOCATIONAL-TECHNICAL EDUCATION, STATE COLLEGE.;MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
TRAD-INDUS-EDU-PUB-9001
CURRICULUM COORDINATING UNIT, P.O. DRAWER DX, STATE COLLEGE, MISSISSIPPI 39762 ($2.50)
PUB DATE - 71 118P.1971 REVISION.

DESCRIPTORS - *CAREER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; *STATE CURRICULUM GUIDES; *DRAFTING; BIBLOGRAPHIES; INSTRUCTIONAL AIDS; INSTRUCTIONAL MATERIALS; POST SECONDARY EDUCATION; GRADE 13; GRADE 14; REFERENCE MATERIALS; RESOURCES MATERIALS; PROGRAM CONTENT; TEACHING METHODS; TEACHING PROCEDURES; ACTIVITY LEARNING; ACTIVITY UNITS; CLASS ACTIVITIES; COURSE OBJECTIVES
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - DEVELOPED BY A CURRICULUM COMMITTEE OF DRAFTING INSTRUCTORS FOR USE IN MISSISSIPPI POST-SECONDARY TRAINING CENTERS AND JUNIOR COLLEGES, THIS TEACHING GUIDE HAS BEEN AUTHENTICATED BY AN INDUSTRIAL COMMITTEE FOR USE IN THE STATE VOCATIONAL TRAINING PROGRAMS. THE COURSE OUTLINE FOR A 2-YEAR PROGRAM (6 HOURS A DAY, 5 DAYS A WEEK, 36 WEEKS A YEAR) IS PRESENTED SEPARATELY FOR EACH YEAR, IN A 2-COLUMN FORMAT OF TRADE PRINCIPLES AND TRADE PRACTICES AIMED AT PREPARING TRAINEES FOR ENTRY LEVEL JOBS OR PROMOTING THEIR PROGRESS ON THE JOB. DIRECTIONS TO THE INSTRUCTOR FOR USING THE GUIDE, A SHORT JOB DESCRIPTION AND A COURSE DESCRIPTION EMPHASIZE THE GENERAL OBJECTIVES, THE PREREQUISITES, THE COURSE CONTENT, AND THE NATURE OF THE TRAINING. A 4-PAGE BIBLIOGRAPHY INCLUDES TEXTBOOKS RECOMMENDED BY THE CURRICULUM COMMITTEE AND SUGGESTED REFERENCES. A PREFACE PROVIDES A RATIONALE AND AN EXTENSIVE APPENDIX INCLUDES A LISTING OF 6 CATEGORIES OF JOBS WITH A PROGRESS CHART, DRAFTING EXERCISES, A SUGGESTED LAYOUT FOR THE DRAFTING CLASSROOM, AND A SET OF GENERAL AND SPECIFIC JOB INSTRUCTION SHEETS. (AG)

VT 015 235
NEWBY, HOWARD L.
POST-SECONDARY VOCATIONAL AUTOMOTIVE MECHANICS. A TEACHER'S OUTLINE FOR USE IN ORGANIZATION AND MANAGEMENT OF INSTRUCTION.

MISSISSIPPI RESEARCH COORDINATING UNIT FOR VOCATIONAL-TECHNICAL EDUCATION, STATE COLLEGE.;MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
TRAD-INDUS-EDU-PUB-9003
CURRICULUM COORDINATING UNIT, P.O. DRAWER DX, STATE COLLEGE, MISSISSIPPI 39762 ($2.50)
PUB DATE - 71 141P.1971 REVISION.

DESCRIPTORS - INSTRUCTIONAL MATERIALS; POST SECONDARY EDUCATION; GRADE 13; GRADE 14; *STATE CURRICULUM GUIDES; *TEACHING GUIDES; BIBLIOGRAPHIES; *TRADE AND INDUSTRIAL EDUCATION; INSTRUCTIONAL AIDS; REFERENCE MATERIALS; *AUTO MECHANICS (OCCUPATION); AUTO MECHANICS; PERFORMANCE OBJECTIVES; COURSE CONTENT; COURSE OBJECTIVES; RESOURCE MATERIALS; TEACHING METHODS; TEACHING PROCEDURES; ACTIVITY LEARNING; ACTIVITY UNITS; CLASS ACTIVITIES; EVALUATION CRITERIA
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - DEVELOPED BY A CURRICULUM COMMITTEE OF AUTOMOTIVE MECHANICS INSTRUCTORS FOR USE IN MISSISSIPPI POST-SECONDARY TRAINING CENTERS AND JUNIOR COLLEGES, THIS TEACHING GUIDE HAS BEEN AUTHENTICATED BY AN INDUSTRIAL COMMITTEE FOR USE IN THE STATE VOCATIONAL TRAINING PROGRAMS. THE COURSE OUTLINE FOR A 2-YEAR 2160-HOUR PROGRAM IS PRESENTED SEPARATELY FOR EACH YEAR, IN A 2-COLUMN FORMAT OF TRADE PRINCIPLES AND TRADE PRACTICES AIMED AT PREPARING TRAINEES FOR ENTRY LEVEL JOBS FOR MONITORING PROGRESS ON THE JOB. IT IS ASSUMED THAT TRAINEES LACK PRIOR EXPERIENCE IN AUTOMOTIVE MECHANICS BUT HAVE AN APTITUDE AND INTEREST IN THE FIELD, AND THAT THE INSTRUCTOR HAS HAD TRADE EXPERIENCE AND UNDERSTANDS TEACHING METHODOLOGY. DIRECTIONS TO THE INSTRUCTOR FOR USING THE GUIDE, A SHORT JOB DESCRIPTION AND A COURSE DESCRIPTION EMPHASIZE THE GENERAL OBJECTIVES, THE PREREQUISITES, THE COURSE CONTENT, AND THE NATURE OF THE TRAINING. A 6-PAGE BIBLIOGRAPHY INCLUDES TWO SUGGESTED TEXTBOOKS RECOMMENDED BY THE CURRICULUM COMMITTEE AND 18 SOURCES FOR SUGGESTED REFERENCES. AN EXTENSIVE APPENDIX INCLUDES A LISTING OF 12 CATEGORIES OF SUGGESTED JOBS WITH A CHECKLIST FOR DESIRED JOB ABILITIES, AN OUTLINE OF NEEDED MATHEMATICS AND SCIENCE KNOWLEDGE, FOLD-OUT LAYOUTS AND LEGENDS FOR SHOP PLANS, AND A SET OF GENERAL AND SPECIFIC JOB INSTRUCTION SHEETS. (AG)

VT 015 236
NEWBY, HOWARD L.
SECONDARY VOCATIONAL INDUSTRIAL DRAFTING. A TEACHER'S OUTLINE FOR USE IN ORGANIZATION AND MANAGEMENT OF INSTRUCTION.

MISSISSIPPI RESEARCH COORDINATING UNIT FOR VOCATIONAL-TECHNICAL EDUCATION, STATE COLLEGE.;MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
TRAD-INDUS-EDU-PUB-9000
CURRICULUM COORDINATING UNIT, P.O. DRAWER DX, STATE COLLEGE, MISSISSIPPI 39762 ($2.50)
PUB DATE - 71 98P. 1971 REVISION.

DESCRIPTORS - INSTRUCTIONAL MATERIALS; SECONDARY GRADES; *STATE CURRICULUM GUIDES; *CAREER EDUCATION; BIBLIOGRAPHIES; *TEACHING GUIDES; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; INSTRUCTIONAL AIDS; REFERENCE MATERIALS; *DRAFTING; TRAINING OBJECTIVES; PROGRAM CONTENT; COURSE CONTENT; COURSE OBJECTIVES; RESOURCE MATERIALS

ABSTRACT - DEVELOPED BY A CURRICULUM COMMITTEE OF DRAFTING INSTRUCTORS FOR USE IN MISSISSIPPI LOCAL VOCATIONAL HIGH SCHOOLS AND AREA VOCATIONAL HIGH SCHOOLS, THIS TEACHING GUIDE HAS BEEN AUTHENTICATED BY AN INDUSTRIAL COMMITTEE FOR USE IN THE STATE VOCATIONAL TRAINING PROGRAMS. THE COURSE OUTLINE FOR A 2-YEAR, 1080-HOUR PROGRAM IS PRESENTED SEPARATELY FOR EACH YEAR, IN A 2-COLUMN FORMAT OF TRADE PRINCIPLES AND TRADE PRACTICES AIMED AT PREPARING TRAINEES FOR ENTRY LEVEL JOBS IN THE FIRST YEAR OF CLASSES AND IN THE SECOND, FOR PROGRESS ON THE JOB. DIRECTIONS TO THE INSTRUCTOR FOR USING THE GUIDE, A SHORT JOB DESCRIPTION AND A COURSE DESCRIPTION EMPHASIZE THE GENERAL OBJECTIVES, THE PREREQUISITES, THE COURSE CONTENT, AND THE NATURE OF THE TRAINING. A 3-PAGE BIBLIOGRAPHY INCLUDES TWO TEXTBOOKS RECOMMENDED BY THE CURRICULUM COMMITTEE AND 14 SOURCES FOR VARIOUS OTHER SUGGESTED REFERENCES. A PREFACE PROVIDES A RATIONALE FOR THE COURSE CONTENT. AN APPENDIX INCLUDES A PROGRESS CHART, DRAFTING EXERCISES, A SUGGESTED LAYOUT FOR A DRAFTING CLASSROOM, A LIST OF SUPPLIES, AND SAMPLES OF JOB SHEETS, OPERATIONS AND INFORMATION SHEETS AND ASSIGNMENT SHEETS. (AG)

VT 015 278
TOOLS AND THEIR USES. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS-10085-B
SUPERINTENDENT OF DOCUMENTS, UNITED STATES GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (STOCK NO. 0500-029-0010, CATALOG NO. D 208.11:T61/2/971, $1.50)
PUB DATE - 71 186P.

DESCRIPTORS - INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; MACHINE TOOLS; *MANUALS; *STUDY GUIDES; VOCATIONAL EDUCATION; TECHNICAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; EQUIPMENT MAINTENANCE; SAFETY EDUCATION; *HAND TOOLS

ABSTRACT - DEVELOPED FOR TRAINING NAVAL PERSONNEL, THIS MANUAL SHOULD HELP THE TRAINEE TO: (1) IDENTIFY TOOLS AND FASTENING DEVICES, (2) CITE THE SPECIFIC PURPOSES AND USES OF EACH TOOL, (3) DESCRIBE THE CORRECT OPERATION, CARE, AND MAINTENANCE REQUIRED TO KEEP THE TOOLS IN PROPER OPERATING CONDITION, AND (4) PERFORM ACCURATE MEASUREMENTS. THE SEVEN CHAPTERS OF THE HANDBOOK ARE: (1) COMMON HANDTOOLS, (2) COMMON POWER TOOLS, (3) MEASURING TOOLS AND TECHNIQUES, (4) FASTENING COMPONENTS AND PROCEDURES, (5) GRINDING OPERATIONS, (6) METAL CUTTING OPERATIONS, AND (7) MISCELLANEOUS TASKS. ALSO INCLUDED ARE NUMEROUS ILLUSTRATIONS DEPICTING THE SAFE AND CORRECT USE OF EQUIPMENT.

(AUTHOR/JS)

VT 015 280
DRYWALL CONSTRUCTION WORKBOOK, PART 2.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 328P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CAREER EDUCATION; *BUILDING TRADES; *WORKBOOKS; INSTRUCTIONAL MATERIALS; BUILDING MATERIALS; APPRENTICESHIPS; SECONDARY GRADES; CURRICULUM GUIDES; STUDY GUIDES; SUPPLEMENTARY TEXTBOOKS; *CONSTRUCTION (PROCESS); TRAINING OBJECTIVES; INSTRUCTIONAL AIDS; VISUAL AIDS; COURSE CONTENT; ACTIVITY LEARNING; ACTIVITY UNITS; LEARNING ACTIVITIES
IDENTIFIERS - EMPLOYMENT SKILLS; *DRYWALL CONSTRUCTION; BEGINNING COMPETENCE

ABSTRACT - THIS HIGHLY SPECIALIZED TRAINING GUIDE WAS DESIGNED UNDER THE DIRECTION OF THE CALIFORNIA STATE EDUCATIONAL ADVISORY COMMITTEE FOR THE DRYWALL TRADE, FOR USE BY APPRENTICES IN THE DRYWALL TRADES. FIVE STUDY UNITS COVER THE COURSE CONTENT OF FRAMING THE BUILDING, PLANNING AND BLUEPRINT READING, FINISHING THE INTERIOR, AND WELDING. THE CONTENT OF EACH UNIT IS DETAILED IN LESSON-SIZED TOPICS FOR THE STUDENT'S USE AND CAN BE USED AS SUPPLEMENTARY TEXT, A WORKBOOK, AND A STUDY GUIDE. FOR EXAMPLE, THE FIRST UNIT, COVERING FRAMING, IS PRESENTED IN 15 TOPICS EACH CONTAINING TEXT MATERIAL ILLUSTRATED WITH LINE DRAWINGS, AND A STUDENT SELF-TESTING WORKSHEET COVERING THE READING. THE TEXT OF THE UNITS ON FRAMING INCLUDES INFORMATION ON TYPES OF CONSTRUCTION, METHODS, MATERIALS AND SPECIFICATION, BUILDING CODES, FHA REGULATIONS, AND MATERIALS REGULATIONS. A LIST OF RECOMMENDED INSTRUCTIONAL MATERIALS IS GIVEN. AT THE BEGINNING OF EACH SUBTOPIC IS A LIST OF QUESTIONS ANSWERED WITHIN THAT UNIT. THIS DOCUMENT IS A REVISION OF VT 011 252, ANNOUNCED IN THE SPRING 1971 ISSUE OF AIM. (MU)

VT 015 397
AIRFRAME AND POWERPLANT MECHANICS POWERPLANT HANDBOOK.

FEDERAL AVIATION ADMINISTRATION, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 ($3.75)
PUB DATE - 71

DESCRIPTORS - *AVIATION MECHANICS; *ENGINES; *TEXTBOOKS; *TECHNICAL EDUCATION; AVIATION TECHNOLOGY; POST SECONDARY EDUCATION; MANUALS; *TRADE AND INDUSTRIAL EDUCATION; POWER MECHANICS

ABSTRACT - THIS HANDBOOK WILL FAMILIARIZE STUDENT MECHANICS WITH THE CONSTRUCTION, THEORY OF OPERATION, AND MAINTENANCE OF AIRCRAFT POWERPLANTS. IT WILL SERVE EITHER AS A TEXTBOOK FOR A FORMAL COURSE OR AS A GUIDE FOR INDIVIDUAL STUDY. THE HANDBOOK EXPLAINS THE VARIOUS COMPONENTS IN THE SYSTEMS WHICH BRING FUEL, AIR, AND IGNITION TOGETHER IN AN AIRCRAFT ENGINE FOR COMBUSTION. IT ALSO PROVIDES INFORMATION ON: (1) ENGINE CONSTRUCTION, (2) LUBRICATION SYSTEMS, (3) EXHAUST SYSTEMS, (4) COOLING SYSTEMS, (5) CYLINDER REMOVAL AND REPLACEMENT, (6) COMPRESSION CHECKS, AND (7) VALVE ADJUSTMENTS. A RELATED DOCUMENT IS AVAILABLE IN AIM VOL. 5 NO. 2 AS VT 013 467. (BH)

VT 015 404
ZANE, LAWRENCE F.H.
OPERATING MANUAL FOR I.E. 497 COOPERATIVE VOCATIONAL EXPERIENCE.

HAWAII UNIV., HONOLULU. DEPT. OF CURRICULUM AND INSTRUCTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 13MAR72 36P.

DESCRIPTORS - *COOPERATIVE

EDUCATION; *VOCATIONAL EDUCATION; *MANUALS; EMPLOYER EMPLOYEE RELATIONSHIP; SCHOOL INDUSTRY RELATIONSHIP; RECORDS (FORMS); *WORK EXPERIENCE PROGRAMS; *TEACHER EDUCATION; INDUSTRIAL EDUCATION; PROGRAM DESCRIPTIONS

ABSTRACT - DESCRIBED IN THIS OPERATING MANUAL IS A TEACHER-TRAINING PROGRAM WHICH PROVIDES THE VOCATIONAL TEACHER WITH AN OPPORTUNITY TO GAIN INDUSTRIAL EXPERIENCE AND TO LEARN ABOUT NEW PRODUCTS, NEW EQUIPMENT, AND NEW PROCESSES AS A PART OF HIS TRAINING OR RETRAINING. AMONG THE PROGRAM CHARACTERISTICS DISCUSSED ARE THE RESPONSIBILITIES OF THE EMPLOYER, THE STUDENT, AND THE INSTRUCTOR. THE APPENDIX CONTAINS SAMPLE FORMS INCLUDING WORK AGREEMENTS, WEEKLY REPORTS, APPLICATIONS, AND EVALUATIONS. (JS)

VT 015 501
WOOD, RICHARD
OPERATION BRIDGE--AN INNOVATIVE, COMPREHENSIVE VOCATIONAL EDUCATION PROGRAM FOR DISADVANTAGED YOUTH. KINDERGARTEN-LEVEL 6.

AIMS COMMUNITY COLL., GREELEY, COLO.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00457-A-G
PUB DATE - ND 159P.PAES COLLECTION

DESCRIPTORS - ANNOTATED BIBLIOGRAPHIES; *CAREER EDUCATION; VOCATIONAL EDUCATION; *DISADVANTAGED YOUTH; ELEMENTARY GRADES; KINDERGARTEN; *SERVICES; FIELD TRIPS; COMMUNITY RESOURCES; BEHAVIORAL OBJECTIVES; *LEARNING ACTIVITIES; TEACHING PROCEDURES; UNITS OF STUDY (SUBJECT FIELDS); WORKSHEETS; ILLUSTRATIONS; *VOCATIONAL DEVELOPMENT; *OCCUPATIONAL INFORMATION; RESOURCE MATERIALS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THESE SEVEN INSTRUCTIONAL UNITS FOR KINDERGARTEN AND THE ELEMENTARY GRADES DEAL WITH WORKERS IN SERVICE OCCUPATIONS AS PART OF A VOCATIONAL EDUCATION PROGRAM FOR DISADVANTAGED YOUTH. AT EACH GRADE LEVEL, AN INTRODUCTORY RATIONALE, BEHAVIORAL OBJECTIVES, TEACHING PROCEDURES, AND LEARNING ACTIVITIES ARE PROVIDED. MATERIALS LISTS AND STUDENT WORKSHEETS ARE INCLUDED, AS WELL AS A SEPARATE ANNOTATED BIBLIOGRAPHY. TEACHING TECHNIQUES INCLUDE FIELD TRIPS AND THE USE OF COMMUNITY RESOURCES. DEVELOPED BY AN EDUCATOR AT THE UNIVERSITY LEVEL, THESE TEACHING UNITS COVER SCHOOL, FAMILY, AND COMMUNITY WORKERS, IN ADDITION TO INDUSTRIAL TOPICS AND PROFESSIONAL WORKERS. DRAWINGS ILLUSTRATE THE INSTRUCTIONAL MATERIALS. (AG)

VT 015 580
COORDINATED VOCATIONAL EDUCATION TRAINING. PRELIMINARY DRAFT. INSTRUCTIONAL MATERIALS VOCATIONAL-RELATED MATH.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00338
PUB DATE - 71 352P.PAES COLLECTION; DEVELOPMENTS OF THE TRAINING INSTITUTE FOR TEACHERS OF THE HANDICAPPED (DURANT, OKLAHOMA, JULY 5-16, 1971)

DESCRIPTORS - *VOCATIONAL EDUCATION; BEHAVIORAL OBJECTIVES; *MATHEMATICAL CONCEPTS; TEACHING PROCEDURES; LEARNING ACTIVITIES; *INSTRUCTIONAL MATERIALS; WORKSHEETS; STUDENT TESTING; ANSWER KEYS; *BASIC SKILLS; *MATHEMATICS CURRICULUM; RESOURCE MATERIALS; HUMANITIES; SKILL DEVELOPMENT; SECONDARY GRADES
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS PRELIMINARY DRAFT OF INSTRUCTIONAL MATERIALS FOR A MATHEMATICS CURRICULUM IN A VOCATIONAL EDUCATION PROGRAM OUTLINES BASIC CONCEPTS IN WHOLE NUMBERS, FRACTIONS, DECIMALS, AND OTHER AREAS. EACH OF THE 20 UNITS

CONTAINS GENERAL AND SPECIFIC BEHAVIORAL OBJECTIVES, TEACHING PROCEDURES, AND LEARNING ACTIVITIES. STUDENT WORKSHEETS, INFORMATION SHEETS, TESTS, AND ANSWER KEYS ARE INCLUDED. THE APPENDIXES INCLUDE RESOURCE LISTS AND BEHAVIORAL OBJECTIVES FOR ADDITIONAL MATHEMATICS UNITS. THIS INSTRUCTIONAL GUIDE WAS DEVELOPED AT A WORKSHOP FUNDED BY THE EDUCATION PROFESSIONS DEVELOPMENT ACT (EPDA) AND WRITTEN BY TEACHERS, VOCATIONAL CONSULTANTS, AND OTHER EDUCATORS. (AG)

VT 015 614
THOMAS, DICK
ELECTRICITY--ELECTRONICS COURSE OF STUDY. GRADES 9-12.

DAVID DOUGLAS PUBLIC SCHOOLS, PORTLAND, OREG.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-70-5187(361)
CVTE-C00466
PUB DATE - ND 38P.PAES COLLECTION

DESCRIPTORS - *CURRICULUM GUIDES; *ELECTRONICS; *TRADE AND INDUSTRIAL EDUCATION; *SECONDARY GRADES; *COURSE DESCRIPTIONS; REFERENCE MATERIALS; EDUCATIONAL OBJECTIVES; INSTRUCTIONAL AIDS; TESTING; REVIEW (REEXAMINATION); INSTRUCTIONAL MATERIALS
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS CURRICULUM GUIDE FOR VOCATIONAL EDUCATION COURSES IN ELECTRONICS FOR GRADES 9 THROUGH 12 PROVIDES GENERAL DESCRIPTIONS AND SPECIFIC OUTLINES OF FOUR HIGH SCHOOL ELECTRONICS COURSES. REFERENCE LISTS, COURSE OBJECTIVES, UNIT SUBDIVISIONS, AND TIME SPANS ARE GIVEN FOR EACH COURSE. EACH COURSE CONTAINS A SECTION FOR REVIEW AND TESTING. WRITTEN BY TWO ELECTRONICS INSTRUCTORS WITH THE HELP OF A VOCATIONAL ELECTRONICS ADVISORY COMMITTEE AND THE OREGON STATE BOARD OF EDUCATION, THE GUIDE INCLUDES AN INTRODUCTION AND GENERAL CONSIDERATIONS. THIS UNIT MAKES UP PART OF PROJECT VIGOR, OREGON'S FEDERAL EXEMPLARY PROGRAM IN CAREER EDUCATION. (AG)

VT 015 629
METALWORKING. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00415
PUB DATE - JUN71 47P.PAES COLLECTION

DESCRIPTORS - UNIT PLAN; *UNITS OF STUDY (SUBJECT FIELDS); *LESSON PLANS; BEHAVIORAL OBJECTIVES; *METAL WORKING OCCUPATIONS; SHEET METAL WORK; WELDERS; SECONDARY GRADES; OCCUPATIONAL INFORMATION; TEACHING PROCEDURES; WORKSHEETS; *TEACHING GUIDES; INSTRUCTIONAL MATERIALS; FIELD TRIPS; EDUCATIONAL EQUIPMENT; *LEARNING ACTIVITIES
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT OF A TEACHING GUIDE ON METALWORKING OCCUPATIONS CONTAINS AN INTRODUCTORY RATIONALE AND 21 "HANDS-ON" LEARNING ACTIVITIES INVOLVING MACHINE SHOP, SHEET METAL, AND WELDING. WORKSHEETS AND LISTS OF EQUIPMENT WITH COSTS ARE PROVIDED. TWO FIELD TRIPS ARE INCLUDED. STUDENTS WILL LEARN HOW TO READ SIMPLE BLUEPRINTS AND HOW TO USE BASIC TOOLS. EACH ACTIVITY CONTAINS AN OBJECTIVE, MATERIALS LISTS, AND TEACHING PROCEDURES. (AG)

VT 015 631
WRIGHT, JAMES E.
BUILDING CONSTRUCTION. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.;CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.
MF AVAILABLE IN VT-ERIC SET.

CVTE-C00415
PUB DATE - JUN71 57P.PAES
COLLECTION

DESCRIPTORS - *UNITS OF STUDY (SUBJECT FIELDS); *LESSON PLANS; *TEACHING GUIDES; *BUILDING TRADES; CONSTRUCTION INDUSTRY; OCCUPATIONAL INFORMATION; BEHAVIORAL OBJECTIVES; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; REFERENCE MATERIALS; LEARNING ACTIVITIES; JOB SKILLS; TEACHING PROCEDURES; EDUCATIONAL EQUIPMENT; VISUAL AIDS; TEACHING TECHNIQUES
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT FOR A TEACHING GUIDE ON BUILDING CONSTRUCTION, WRITTEN BY A TEACHER, CONTAINS AN INTRODUCTORY RATIONALE AND 16 LEARNING ACTIVITIES FOCUSING ON CARPENTRY, PLUMBING, HOUSEWIRING, AND BRICKLAYING. EACH ACTIVITY CONTAINS A BEHAVIORAL OBJECTIVE, EQUIPMENT AND MATERIALS LISTS, AND TEACHING PROCEDURES. TRANSPARENCIES AND DIAGRAMS ILLUSTRATE THE TEXT. TEACHING TECHNIQUES INCLUDE THE USE OF AUDIOVISUAL AIDS, DISCUSSIONS, DEMONSTRATIONS, AND "HANDS-ON" PROJECTS. RESOURCE AND REFERENCES LISTS COMPLETE THE UNIT. (AG)

VT 015 632
SANDERS, HARRY E.
POWER MECHANICS. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

TRI-COUNTY TECH SCHOOL, COPE, S.C.;SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00415
PUB DATE - JUN71 98P.PAES
COLLECTION

DESCRIPTORS - *UNITS OF STUDY (SUBJECT FIELDS); *LESSON PLANS; *AUTO MECHANICS (OCCUPATION); *POWER MECHANICS; *TEACHING GUIDES; OCCUPATIONAL INFORMATION; BEHAVIORAL OBJECTIVES; TEACHING PROCEDURES; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; REFERENCE MATERIALS; VISUAL AIDS; EQUIPMENT; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT OF A TEACHING GUIDE ON POWER MECHANICS, WRITTEN BY A MECHANICS INSTRUCTOR, FOCUSES ON AUTO MECHANICS BY MEANS OF 12 LEARNING ACTIVITIES. A WIDE VARIETY OF DIAGRAMS ILLUSTRATE THE TEXT. EACH ACTIVITY INCLUDES A BEHAVIORAL OBJECTIVE, EQUIPMENT AND MATERIALS LISTS, AND TEACHING PROCEDURES. TEACHING TECHNIQUES INCLUDE FIELD TRIPS, RESEARCH, USE OF AUDIOVISUAL AIDS, DISCUSSIONS, AND "HANDS-ON" LEARNING EXPERIENCES. THE INTRODUCTORY RATIONALE BRIEFLY DESCRIBES CAREER OPPORTUNITIES IN POWER MECHANICS. RESOURCE AND REFERENCE LISTS COMPLETE THE UNIT. (AG)

VT 015 635
STABLER,NICK
GRAPHIC ARTS. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00415
PUB DATE - JUN71 38P.PAES
COLLECTION

DESCRIPTORS - *UNITS OF STUDY (SUBJECT FIELDS); *LESSON PLANS; *LEARNING ACTIVITIES; *TEACHING GUIDES; BEHAVIORAL OBJECTIVES; TEACHING TECHNIQUES; TEACHING PROCEDURES; VISUAL AIDS; COMMUNICATIONS; RESOURCE MATERIALS; BUSINESS EDUCATION; *GRAPHIC ARTS; PRINTING; INSTRUCTIONAL MATERIALS; COSTS; FIELD TRIPS
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT OF A TEACHING GUIDE WRITTEN BY A TEACHER ON GRAPHIC ARTS WILL DIRECT THE STUDENT TOWARD ADVANCED WORK IN VOCATIONAL EDUCATION AND ALLOW EXPLORATION OF CAREER OPPORTUNITIES IN GRAPHIC ARTS. THE UNIT INCLUDES

20 LEARNING ACTIVITIES WITH BEHAVIORAL OBJECTIVES, EQUIPMENT AND MATERIALS LISTS, AND TEACHING PROCEDURES. DIAGRAMS ILLUSTRATE THE TEXT. RESOURCE LISTS WITH COSTS COMPLETE THE GUIDE. TEACHING TECHNIQUES INCLUDE DISCUSSION, A FIELD TRIP, "HANDS-ON" EXPERIENCES, AND THE USE OF AUDIOVISUAL AIDS. (AG)

VT 015 636
MORGAN, BOBBY
AIR CONDITIONING AND REFRIGERATION. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

DILLON AREA VOCATIONAL CENTER, S.C.;SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00415
PUB DATE - JUN71 71P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; EDUCATIONAL EQUIPMENT; *TEACHING GUIDES; LEARNING ACTIVITIES; PROGRAM COSTS; VISUAL AIDS; FIELD TRIPS; TEACHING PROCEDURES; EDUCATIONAL OBJECTIVES; *CAREER OPPORTUNITIES; REFERENCE MATERIALS; SECONDARY GRADES; RESOURCE MATERIALS; *UNITS OF STUDY (SUBJECT FIELDS); *AIR CONDITIONING; REFRIGERATION; INSTRUCTIONAL AIDS; OCCUPATIONAL INFORMATION
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT OF AN INSTRUCTIONAL UNIT ON AIR CONDITIONING AND REFRIGERATION INCLUDES AN INTRODUCTORY RATIONALE AND 27 LEARNING ACTIVITIES. DIAGRAMS AND DRAWINGS ILLUSTRATE THE TEXT, WRITTEN BY A TEACHER. EACH ACTIVITY CONTAINS AN OBJECTIVE, EQUIPMENT AND MATERIALS LISTS, TEACHING PROCEDURES, AND REFERENCE MATERIALS. VOCATIONAL OPPORTUNITIES ARE DISCUSSED, AND FOUR INSTRUCTIONAL TRIPS ARE INCLUDED IN THE ACTIVITIES. A LIST OF COURSE COSTS COMPLETES THE UNIT. (AG)

VT 015 638
STEADMAN, JERRY
MECHANICAL DRAWING. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00415
PUB DATE - JUN71 17P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; INDUSTRIAL EDUCATION; *DRAFTING; PREVOCATIONAL EDUCATION; VISUAL AIDS; TEACHING GUIDES; TEACHING PROCEDURES; EDUCATIONAL OBJECTIVES; RESOURCE MATERIALS; INSTRUCTIONAL MATERIALS; *EDUCATIONAL EQUIPMENT; *ENGINEERING DRAWING; CONSTRUCTION (PROCESS); WORKSHEETS; UNIT PLAN; REFERENCE MATERIALS; *LEARNING ACTIVITIES
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT FOR AN INSTRUCTIONAL UNIT ON BASIC MECHANICAL DRAWING PROVIDES A BASIS FOR LEARNING DRAFTING. TEN CLASS ACTIVITIES GIVE TIME SPANS, OBJECTIVES, MATERIALS, AND TEACHING PROCEDURES. AN INTRODUCTORY RATIONALE DESCRIBES VOCATIONAL OPPORTUNITIES IN DRAFTING. AN EQUIPMENT LIST AND FIVE WORKSHEETS COMPLETE THE UNIT, WRITTEN BY A TEACHER. (AG)

VT 015 639
HICKS, BILL
ELECTRICITY. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00415
PUB DATE - JUN71 49P.PAES COLLECTION

DESCRIPTORS - *CAREER EDUCATION; *LEARNING ACTIVITIES; CAREER OPPORTUNITIES; FIELD TRIPS; OBJECTIVES; *ELECTRIC CIRCUITS; INSTRUCTIONAL AIDS; ELECTRICITY;

*UNITS OF STUDY (SUBJECT FIELDS); TEACHING PROCEDURES; EQUIPMENT; COSTS; RESOURCE MATERIALS; *INDUSTRIAL ARTS; SECONDARY GRADES
IDENTIFIERS - BEGINNING COMPETENCE; CAREER AWARENESS

ABSTRACT - THIS ROUGH DRAFT OF A 30-HOUR BEGINNING INSTRUCTIONAL UNIT ON ELECTRICITY PRESENTS CAREER INFORMATION AND 25 LEARNING ACTIVITIES INVOLVING THE ASSEMBLY OF ELECTRIC CIRCUITS. EACH "HANDS-ON" ACTIVITY INCLUDES A PERFORMANCE OBJECTIVE, EQUIPMENT AND MATERIALS LISTS, AND TEACHING PROCEDURES. DIAGRAMS AND DRAWINGS ILLUSTRATE THE TEXT, WHICH WAS WRITTEN BY A TEACHER. FIELD TRIPS AND RESOURCE SPEAKERS PROVIDE OPPORTUNITIES FOR VOCATIONAL ORIENTATION. A LIST OF TOOLS AND EQUIPMENT WITH COSTS COMPLETES THE UNIT. (AG)

VT 015 641
FINLEY, JUNE C.
COSMETOLOGY. TEACHER'S GUIDE. A UNIT IN PREVOCATIONAL EDUCATION.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVTE-C00415
PUB DATE - JUN71 52P.PAES
COLLECTION

DESCRIPTORS - VOCATIONAL EDUCATION; OCCUPATIONAL INFORMATION; TEACHING PROCEDURES; BEHAVIORAL OBJECTIVES; *COSMETOLOGY; *TEACHING GUIDES; LESSON PLANS; FIELD TRIPS; HUMAN SERVICES; *RESOURCE MATERIALS; TEXTBOOKS; *UNITS OF STUDY (SUBJECT FIELDS); LEARNING ACTIVITIES; VISUAL AIDS; COSTS
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS ROUGH DRAFT OF A TEACHING GUIDE WRITTEN BY A TEACHER FOR A 30-DAY CAREER EXPLORATION UNIT ON COSMETOLOGY PRESENTS 29 LEARNING ACTIVITIES, AN INTRODUCTORY RATIONALE, AND A MATERIALS LIST WITH COSTS. TWO FIELD TRIPS AND TRANSPARENCIES ARE INCLUDED IN ADDITION TO THE "HANDS-ON" ACTIVITIES. EACH ACTIVITY CONTAINS BEHAVIORAL OBJECTIVES, EQUIPMENT AND MATERIALS LISTS, AND TEACHING PROCEDURES. THE TEACHING TECHNIQUES INCLUDE THE USE OF VISUAL AIDS, DISCUSSION, EXPLANATION, AND DEMONSTRATION OF INSTRUCTIONAL AIDS. CHAPTERS FROM A TEXTBOOK ON COSMETOLOGY ARE REVIEWED IN THE LESSONS. (AG)

VT 015 653
SERVICE STATION ATTENDANT. INSTRUCTOR'S BOOK. HOW TED LEARNED HIS JOB IN A SERVICE STATION. ACCENT/JOB MODELS.

FOLLETT EDUCATIONAL CORP., CHICAGO, ILL. EDUCATIONAL OPPORTUNITIES DIV.
DOCUMENT NOT AVAILABLE FROM EDRS.
CVTE-717
FOLLETT PUBLISHING COMPANY, 1010 W. WASHINGTON BLVD., CHICAGO, ILLINOIS 60607 ($2.00)
PUB DATE - 68 35P.PAES
COLLECTION

DESCRIPTORS - ANSWER KEYS; REVIEW (REEXAMINATION); VOCATIONAL INTERESTS; VISUAL AIDS; WORKSHEETS; SALES WORKERS; *DISADVANTAGED YOUTH; *MONEY MANAGEMENT; *TEACHING PROCEDURES; *SERVICE OCCUPATIONS; *TEXTBOOKS; VOCATIONAL EDUCATION; BASIC SKILLS; SECONDARY GRADES
IDENTIFIERS - *SERVICE STATION ATTENDANTS; CAREER AWARENESS; EDUCATIONAL AWARENESS

ABSTRACT - THIS TEXTBOOK PROVIDES A "JOB MODEL" OF A SERVICE STATION ATTENDANT AS A TEACHER'S GUIDE FOR STUDENT ACTIVITIES WHICH DEVELOP BASIC COMPUTATIONAL AND COMMUNICATIVE SKILLS IN THE CONTEXT OF A JOB SITUATION. INTENDED TO STIMULATE VOCATIONAL INTERESTS IN INNER-CITY STUDENTS, FOUR READING SECTIONS AND ONE REVIEW SECTION PROVIDE STUDENT EXERCISES WITH ANSWER KEYS, FOCUSING ON THE SALES AND MONEY MANAGEMENT ASPECTS OF GAS STATION WORK. TEACHING PROCEDURES ARE DESCRIBED, SUMMARIZING THE LEARNING SITUATION, MAIN IDEAS, AND CLASS PREPARATION FOR EACH SECTION. PHOTOGRAPHS AND SAMPLE WORK FORMS ILLUSTRATE THE TEXT. (AG)

VT 015 710 ED 063 503
ALLEN, THOMAS R., JR.
COOPERATIVE VOCATIONAL EDUCATION COORDINATOR'S HANDBOOK. VOLUME II, OPERATION AND ADMINISTRATION.

MARSHALL UNIV., HUNTINGTON, W.VA. DEPT. OF VOCATIONAL-TECHNICAL EDUCATION.
EDRS PRICE MF-$0.65 HC-$3.29.
PUB DATE - 72 72P.

DESCRIPTORS - *COOPERATIVE EDUCATION; *PROGRAM GUIDES; PROGRAM PLANNING; *PROGRAM ADMINISTRATION; *PROGRAM COORDINATION; SECONDARY EDUCATION; ADULT EDUCATION; LEGISLATION; RESEARCH NEEDS; ADVISORY COMMITTEES; YOUTH CLUBS; *PROGRAM EVALUATION; CHECK LISTS
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - DEVELOPED AS THE SECOND PART OF A 2-VOLUME PROGRAM GUIDE, THIS DOCUMENT SHOULD BE OF PARTICULAR INTEREST TO COORDINATORS AND ADMINISTRATORS OF COOPERATIVE VOCATIONAL EDUCATION PROGRAMS ON BOTH THE SECONDARY AND POST SECONDARY LEVELS. MAJOR SECTIONS OF THE GUIDE ARE: (1) PLANNING ACTIVITIES FOR COOPERATIVE VOCATIONAL EDUCATION PROGRAMS, (2) ADVISORY COMMITTEE, (3) YOUTH ORGANIZATIONS, (4) EXISTING VOCATIONAL YOUTH ORGANIZATIONS, (5) ADULT EDUCATION, (6) FEDERAL AND STATE LAWS, AND (7) PROVIDING FOR RESEARCH IN COOPERATIVE VOCATIONAL EDUCATION. CHECKLISTS FOR THE EVALUATION OF COOPERATIVE PROGRAMS AND RELATED SECTIONS OF THE WEST VIRGINIA STATE PLAN ARE ALSO INCLUDED. VOLUME I OF THIS PROGRAM GUIDE IS AVAILABLE AS VT 015 711, IN THIS ISSUE. (JS)

VT 015 711 ED 063 504
ALLEN, THOMAS R., JR.
COOPERATIVE VOCATIONAL EDUCATION COORDINATOR'S HANDBOOK. VOLUME I.

MARSHALL UNIV., HUNTINGTON, W.VA. DEPT. OF VOCATIONAL-TECHNICAL EDUCATION.
EDRS PRICE MF-$0.65 HC-$6.58.
PUB DATE - 72 103P.

DESCRIPTORS - *COOPERATIVE EDUCATION; *PROGRAM GUIDES; EDUCATIONAL PHILOSOPHY; EDUCATIONAL OBJECTIVES; TEACHING METHODS; TEACHER ROLE; *INSTRUCTOR COORDINATORS; OCCUPATIONAL GUIDANCE; *PROGRAM COORDINATION; PUBLIC RELATIONS; SECONDARY EDUCATION; POST SECONDARY EDUCATION; *PROGRAM PLANNING
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - DEVELOPED AS THE FIRST PART OF A 2-VOLUME PROGRAM GUIDE, THIS DOCUMENT SHOULD BE USEFUL TO PLANNERS OF COOPERATIVE VOCATIONAL EDUCATION PROGRAMS IN BOTH THE SECONDARY AND POST-SECONDARY EDUCATION LEVELS. DISCUSSED IN THE PROGRAM GUIDE ARE: (1) THE PHILOSOPHY AND OBJECTIVES OF COOPERATIVE VOCATIONAL EDUCATION, (2) THE ROLE OF THE TEACHER-COORDINATOR, (3) TEACHING REQUIREMENTS, (4) THE FUNCTIONS OF GUIDANCE, (5) COORDINATION ACTIVITIES, AND (6) PUBLIC RELATIONS TECHNIQUES. SAMPLES OF MATERIALS DEALING WITH STUDENT'S APPLICATION AND PLACEMENT, INTEREST QUESTIONNAIRE, WEEKLY PRODUCTION REPORT, AND INSTRUCTOR'S COMMUNITY SURVEY, TRAINING PLAN, AND COORDINATION RECORD ARE INCLUDED. VOLUME II OF THIS PROGRAM GUIDE IS AVAILABLE AS VT 015 710, IN THIS ISSUE. (JS)

VT 015 755 ED 064 497
PRE-INDUSTRIAL PREPARATION PROGRAM HANDBOOK. VOCATIONAL-TECHNICAL EDUCATION.

HAWAII STATE DEPT. OF EDUCATION, HONOLULU. OFFICE OF INSTRUCTIONAL SERVICES.
EDRS PRICE MF-$0.65 HC-$6.58.
TAC-72-4520
PUB DATE - MAY72 134P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *TECHNICAL EDUCATION; *INSTRUCTIONAL MATERIALS; *PROGRAM GUIDES; PROGRAM ADMINISTRATION; VERBAL ABILITY; SCIENTIFIC METHODOLOGY; MATHEMATICAL EXPERIENCE; SECONDARY GRADES;

*OCCUPATIONAL INFORMATION; SKILL DEVELOPMENT; ADMINISTRATIVE PRINCIPLES; EDUCATIONALLY DISADVANTAGED; *PREVOCATIONAL EDUCATION
IDENTIFIERS - *PROGRAM IMPLEMENTATION

ABSTRACT - DEVELOPED IN A WORKSHOP BY PRINCIPALS, COUNSELORS, AND TEACHERS, THIS HANDBOOK IS DESIGNED TO SERVE AS A GUIDE FOR PROGRAM IMPLEMENTATION AND TO PRESENT AN ORIENTATION TO THE PRE-INDUSTRIAL PREPARATION PROGRAM. THE PRIMARY GOAL OF THE PROGRAM IS TO HELP ACADEMICALLY DEPRIVED STUDENTS IMPROVE THEIR BASIC VERBAL, SCIENTIFIC, AND MATHEMATICAL SKILLS BY CORRELATING THE SPECIFIC OCCUPATIONAL EXPERIENCES TO THESE ACADEMIC SKILLS. THREE NEW SUBPROGRAMS ARE OFFERED TO STUDENTS: (1) TO TAKE EMPLOYMENT AT ENTRY-LEVEL JOBS ON GRADUATION, (2) TO MOVE TOWARD OCCUPATIONAL SPECIALIZATION AT COMMUNITY COLLEGES, TRADE AND TECHNICAL SCHOOLS, OR IN APPRENTICESHIPS, AND (3) TO CONTINUE ON INTO PREPARATION FOR PROFESSIONS. SAMPLE OCCUPATIONAL UNITS OF INSTRUCTION ARE INCLUDED IN THE AREAS OF: (1) BUSINESS, (2) PERSONAL/PUBLIC SERVICE, (3) FOOD SERVICE, (4) CONSTRUCTION/CIVIL TECHNOLOGY, (5) ELECTRICAL/ELECTRONICS, (6) MECHANICAL, AND (7) GRAPHIC ARTS. LISTS OF STANDARD TOOLS AND EQUIPMENT, SAMPLE PLANS FOR IMPLEMENTATION, TASK ANALYSIS INFORMATION, A PROGRAM EVALUATION INSTRUMENT, COURSES OF STUDY, AND A BEHAVIOR DESCRIPTION SCALE ARE APPENDED. (GEB)

VT 015 808
AUTO MECHANICS. PREVOCATIONAL FEEDER PROGRAM FOR GRADES 7 AND 8.

EASTON PUBLIC SCHOOLS, SOUTH EASTON, MASS.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000046-X-CCEM
PUB DATE - ND 59P.PAES COLLECTION

DESCRIPTORS - GRADE 7; GRADE 8; *AUTO MECHANICS (OCCUPATION); *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL INFORMATION; *TEACHING GUIDES; RESOURCE MATERIALS; BEHAVIORAL OBJECTIVES; *PERFORMANCE CONTRACTS; BIBLIOGRAPHIES; CAREER CHOICE; LEARNING ACTIVITIES
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS GUIDE FOR AN ORIENTATION COURSE ON AUTO MECHANICS FOR GRADES 7 AND 8, DEVELOPED BY THREE INDUSTRIAL OCCUPATIONS TEACHERS AND TWO ADMINISTRATORS, PROVIDES A RATIONALE AND OCCUPATIONAL INFORMATION ENABLING THE STUDENT TO DECIDE IF HE WANTS TO PURSUE THIS VOCATIONAL AREA FURTHER. A BIBLIOGRAPHY AND RESOURCE LISTS ARE INCLUDED, AS WELL AS INFORMATION ON JOB CATEGORIES AND WORKING CONDITIONS. LISTS OF BEHAVIORAL OBJECTIVES CORRELATED TO PERFORMANCE CONTRACTS SUPPLEMENT THE UNIT. LEARNING ACTIVITIES ARE GIVEN FOR EACH CONTRACT. (AG)

VT 015 941
VOCATIONAL EDUCATION PROGRAM OF STUDIES. TRANSPORTATION CLUSTER, VOLUME I-VII.

PENNSYLVANIA STATE DEPT. OF JUSTICE, HARRISBURG. BUREAU OF CORRECTION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
CVTE-000557-X-CCEM
PUB DATE - 01JAN71 768P.PAES COLLECTION

DESCRIPTORS - *OCCUPATIONAL CLUSTERS; *TRANSPORTATION; *TRADE AND INDUSTRIAL EDUCATION; BASIC SKILLS; TECHNICAL OCCUPATIONS; *TEACHING GUIDES; INTEGRATED CURRICULUM; CONCEPTUAL SCHEMES; RESOURCE MATERIALS; *MECHANICAL EQUIPMENT; BIBLIOGRAPHIES; TEACHING PROCEDURES; INDIVIDUALIZED INSTRUCTION; BEHAVIORAL OBJECTIVES; PERFORMANCE CRITERIA; TIME BLOCKS; SECONDARY GRADES
IDENTIFIERS - ELEMENTARY AND SECONDARY EDUCATION ACT TITLE I;

CAREER AWARENESS; ESEA TITLE I; BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - THIS INSTRUCTIONAL UNIT CONSISTS OF SEVEN TEACHING GUIDES COVERING OCCUPATIONAL CLUSTERS IN TRANSPORTATION INDUSTRIES, SUCH AS AUTOMOTIVE SERVICES AND FARM EQUIPMENT. THESE PRIMARILY TECHNICAL MATERIALS FOR AN INTEGRATED CURRICULUM ARE INTENDED TO PROVIDE STUDENTS WITH ENTRY LEVEL SKILLS IN THE TRANSPORTATION AREAS. EACH SEPARATE GUIDE, GEARED FOR INDIVIDUALIZED INSTRUCTION, IS BROKEN DOWN INTO 20 UNITS WITH LESSON PLANS, GIVING 120 CLASSROOM HOURS OF INSTRUCTION. EACH LESSON STATES THE SUBJECT AREA, A BEHAVIORAL OBJECTIVE, LISTS OF RESOURCES, REFERENCES, AND EQUIPMENT, TOGETHER WITH TEACHING PROCEDURES AND GENERALIZATIONS. TECHNICAL CONCEPTS AND DEVELOPMENTAL IDEAS IN RELATED AREAS SUCH AS SCIENCE, MATH, COMMUNICATIONS, AND SOCIAL STUDIES ARE PRESENTED IN THREE-COLUMN FORMAT. LEARNING ACTIVITIES, QUESTIONS TO USE AS EVALUATION GUIDELINES, AND SUGGESTED TIME BLOCKS ARE PROVIDED. A BIBLIOGRAPHY COMPLETES EACH GUIDE. (AG)

VT 015 947
DIVERSIFIED COOPERATIVE TRAINING. COURSE OUTLINE. AUTHORIZED COURSE OF INSTRUCTION FOR THE QUINMESTER PROGRAM.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 70P.

DESCRIPTORS - *COOPERATIVE EDUCATION; *VOCATIONAL EDUCATION; GRADE 11; GRADE 12; *INDIVIDUALIZED INSTRUCTION; BEHAVIORAL OBJECTIVES; TEACHING TECHNIQUES; OCCUPATIONAL CHOICE; VOCATIONAL INTERESTS; INSTRUCTIONAL AIDS; SKILLED OCCUPATIONS; *INDUSTRIAL EDUCATION; BUSINESS EDUCATION; PROGRAM DESCRIPTIONS; LEARNING ACTIVITIES
IDENTIFIERS - CAREER AWARENESS; ECONOMIC AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THESE THREE UNITS OF STUDY MAKING UP 45-HOUR INTRODUCTORY COURSES FOR GRADES 11 AND 12 IN COOPERATIVE VOCATIONAL EDUCATION INCLUDE AN OVERVIEW OF OCCUPATIONS IN BUSINESS AND INDUSTRY FOR USE WITH THE COURSE ON THE HISTORY AND CONCEPTS OF VOCATIONAL EDUCATION AND A MORE ADVANCED COURSE OUTLINING STEP-BY-STEP TRAINING PROGRAMS FOR INDIVIDUALIZED JOB INSTRUCTION. THIS COURSE ON OCCUPATIONAL SKILLS SPECIFICALLY RELATES CLASSROOM TRAINING TO ON-THE-JOB EXPERIENCE. DEVELOPED BY INSTRUCTIONAL AND SUPERVISORY PERSONNEL, AN ADVISORY COMMITTEE, AND THE VOCATIONAL TEACHER EDUCATION SERVICE, THE UNITS HAVE BEEN APPROVED BY THE DADE COUNTY VOCATIONAL CURRICULUM COMMITTEE. TEACHING TECHNIQUES INCLUDE ROLE PLAYING, LECTURES, DISCUSSIONS, DEMONSTRATIONS, AND THE USE OF AUDIOVISUAL AIDS. INDIVIDUAL PROJECTS, FIELD TRIPS, AND BUZZ SESSIONS ARE ALSO SUGGESTED. EACH COURSE CONTAINS A CURRICULUM DESCRIPTION, PREFACE, GENERAL AND SPECIFIC PERFORMANCE OBJECTIVES, A BIBLIOGRAPHY AND A SAMPLE POST TEST WITH AN ANSWER KEY. THE UNIT SUBTOPICS GIVE SUGGESTED TIME ALLOTMENTS. (AG)

VT 015 952
INDUSTRIAL ELECTRONICS. COURSE OUTLINE. AUTHORIZED COURSE OF INSTRUCTION FOR THE QUINMESTER PROGRAM.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 203P.

DESCRIPTORS - *INDUSTRIAL EDUCATION; INDEPENDENT STUDY; *TEACHING GUIDES; TEACHING TECHNIQUES; CURRICULUM GUIDES; INSTRUCTIONAL AIDS; POST TESTING; ANSWER KEYS; BIBLIOGRAPHIES; ELECTRIC CIRCUITS; *ELECTRONICS; *COURSE DESCRIPTIONS; *UNITS OF

STUDY (SUBJECT FIELDS)
IDENTIFIERS - BEGINNING COMPETENCE; LABORATORY EXPERIMENTS; BEHAVIORAL OBJECTIVES

ABSTRACT - THIS COURSE OUTLINE PROVIDES SEVEN SEPARATE UNITS IN INDUSTRIAL ELECTRONICS ON BEGINNING AND ADVANCED LEVELS FOR ELECTRONIC SYSTEMS, ELECTRICITY, AND ELECTRICAL CIRCUITS. DEVELOPED BY INSTRUCTIONAL AND SUPERVISORY PERSONNEL IN ELECTRONICS, AN ADVISORY COMMITTEE, AND THE VOCATIONAL EDUCATION TEACHER SERVICE, WITH THE APPROVAL OF THE DADE COUNTY VOCATIONAL CURRICULUM COMMITTEE, THE UNITS INCLUDE COURSE DESCRIPTIONS, PREFACES, GENERAL AND SPECIFIC PERFORMANCE OBJECTIVES, BIBLIOGRAPHIES, AND POST TESTS WITH ANSWER KEYS. RELATED LABORATORY EXPERIMENTS ARE COVERED. TEACHING TECHNIQUES EMPLOYED FOR THE UNITS INCLUDE DEMONSTRATIONS, LECTURES, LABORATORY ASSIGNMENTS, AND THE USE OF AUDIOVISUAL AIDS. MOST UNITS SPECIFY THEIR COURSE LENGTH AS 135 CLASSROOM HOURS, BROKEN DOWN INTO TIME ALLOTMENTS FOR EACH TOPIC. INDEPENDENT STUDY IS OFFERED AS A COURSE TO THOSE STUDENTS WISHING TO SPECIALIZE IN A PARTICULAR AREA OF ELECTRONICS. (AG)

VT 015 963
AUTO ASSEMBLY JOBS. WORLD OF WORK.

WISCONSIN STATE DEPT. OF INDUSTRY, LABOR AND HUMAN RELATIONS, MADISON.;WISCONSIN STATE EMPLOYMENT SERVICE, MADISON. OCCUPATIONAL ANALYSIS FIELD CENTER.
MF AVAILABLE IN VT-ERIC SET.
SER-60-12-71-WS-3176
PUB DATE - ND 67P.

DESCRIPTORS - PAMPHLETS; *OCCUPATIONAL INFORMATION; CAREER OPPORTUNITIES; VOCATIONAL EDUCATION; INDEXES (LOCATERS); PHOTOGRAPHS; *PRODUCTION TECHNICIANS; *ASSEMBLY (MANUFACTURING); *MOTOR VEHICLES; INDUSTRIAL EDUCATION; MANUFACTURING
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS BOOKLET DESCRIBES PRODUCTION LINE JOBS FOUND IN THE ASSEMBLY DIVISION OF AUTOMOBILE MANUFACTURING, AND DISCUSSES THE HISTORY OF THE AUTOMOBILE, JOBS IN A SMALL ASSEMBLY PLANT, AND CAREER OPPORTUNITIES IN THE FIELD. DEVELOPED BY VOCATIONAL EDUCATORS AND LEADERS IN INDUSTRY, THE PAMPHLET INCLUDES A JOB INDEX KEYED TO THE DICTIONARY OF OCCUPATIONAL TITLES AND A CAREER LADDER DIAGRAM. PHOTOGRAPHS AND CHARTS ILLUSTRATE THE TEXT. (AG)

VT 015 987
PROGRAM DEVELOPMENT FOR DISADVANTAGED STUDENTS IN VOCATIONAL EDUCATION. SUMMARY REPORT OF 1970 SUMMER PROGRAM.

OMAHA PUBLIC SCHOOLS, NEBR. DEPT. OF VOCATIONAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - AUG70 41P.

DESCRIPTORS - *DISADVANTAGED YOUTH; *COURSE DESCRIPTIONS; *PROGRAM DEVELOPMENT; *UNITS OF STUDY (SUBJECT FIELDS); CHECK LISTS; BEHAVIORAL OBJECTIVES; EVALUATION CRITERIA; *VOCATIONAL EDUCATION; DELINQUENT IDENTIFICATION; DROPOUT IDENTIFICATION; INDUSTRIAL EDUCATION; APPLIANCE REPAIRING; HOME FURNISHINGS
IDENTIFIERS - EDUCATIONAL AWARENESS; BEGINNING COMPETENCE; ATTITUDES APPRECIATIONS

ABSTRACT - THIS PROJECT REPORT OF A 1970 SUMMER PROGRAM, INTENDED TO AID EARLY TEACHER IDENTIFICATION OF DISADVANTAGED STUDENTS AND TO PREPARE INSTRUCTIONAL MATERIALS AND PROCEDURES FOR USE BY DISADVANTAGED STUDENTS IN VOCATIONAL EDUCATION, PROVIDES A BASIS FOR FURTHER EXPANSION OF MATERIALS IN THIS AREA. A TWO-PAGE CHECKLIST OF GENERAL AND SPECIFIC CHARACTERISTICS CONTRIBUTING TO IDENTIFICATION OF THE DISADVANTAGED STUDENT HAS BEEN EVOLVED. VOCATIONAL EDUCATION UNITS WITHIN SPECIFIC INSTRUCTIONAL AREAS IN AGRICULTURE, BUSINESS AND INDUSTRY, OFFICE OCCUPATIONS, AND HOME ECONOMICS ARE BRIEFLY DESCRIBED.

SLIDE-TAPE PRESENTATIONS CONSTITUTE THE MAJOR TEACHING APPROACHES. SUGGESTED TEACHING ACTIVITIES AND OPTIONS ARE LISTED WITHIN EACH SHORT UNIT OUTLINE. A MORE DETAILED INDUSTRIAL EDUCATION UNIT INCLUDES GENERAL AND SPECIFIC GOALS AND OBJECTIVES INVOLVING STUDENT PERFORMANCE OF HOME MAINTENANCE TASKS, WITH ACTIVITIES RELATED TO THE UPKEEP OF FURNITURE AND ELECTRICAL APPLIANCES. COMMENTS BY THE 11 MEMBERS OF THE "PROJECT 22" COMMITTEE ARE INCLUDED. THE PROJECT GROUP CONSISTED OF AN ASSISTANT SUPERINTENDENT, A SUPERVISOR, A PROJECT LEADER, AND OTHER EDUCATORS IN VOCATIONAL EDUCATION. (AG)

VT 016 002
WORK EXPERIENCE EDUCATION: MISCELLANEOUS LAP SHEETS.

FULLERTON UNION HIGH SCHOOL DISTRICT, CALIF.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 69P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *WORK EXPERIENCE PROGRAMS; *SECONDARY GRADES; *LEARNING ACTIVITIES; SELF CONCEPT; BEHAVIORAL OBJECTIVES; INSTRUCTIONAL MATERIALS; VOCATIONAL DEVELOPMENT; *VOCATIONAL INTERESTS; JOB APPLICATION; HUMANITIES; EMPLOYMENT INTERVIEWS; EMPLOYEE ATTITUDES; CAREER CHANGE
IDENTIFIERS - CAREER AWARENESS; LEARNING ACTIVITY PACKAGES; LAPS

ABSTRACT - THIS GROUP OF SEVEN SEPARATE GUIDES FOR VOCATIONAL ORIENTATION BRIEFLY DESCRIBES LEARNING ACTIVITIES IN A SENIOR HIGH WORK EXPERIENCE PROGRAM INVOLVING SELF ASSESSMENT TO ACHIEVE CAREER GOALS. A RATIONALE, PERFORMANCE OBJECTIVES, PRE- AND POST-TESTS WITH ANSWER KEYS, AND AN ACTIVITY OUTLINE ARE PROVIDED FOR EACH BOOKLET. A WIDE RANGE OF TOPICS INCLUDES JOB INTERVIEWS, EMPLOYEE ATTITUDES, JOB CHANGING, AND RELATIONSHIPS WITH CO-WORKERS. (AG)

VT 016 110
JOBS IN SHIP AND BOAT BUILDING. WORLD OF WORK.

WISCONSIN STATE DEPT. OF INDUSTRY, LABOR AND HUMAN RELATIONS, MADISON.;WISCONSIN STATE EMPLOYMENT SERVICE, MADISON. OCCUPATIONAL ANALYSIS FIELD CENTER.
MF AVAILABLE IN VT-ERIC SET.
SER-1170-2-72-WSES-3208
PUB DATE - ND 60P.

DESCRIPTORS - *CAREER OPPORTUNITIES; *OCCUPATIONAL INFORMATION; CONSTRUCTION (PROCESS); *VOCATIONAL EDUCATION; *BUILDING TRADES; SEMISKILLED OCCUPATIONS; *SEAMEN; VOCATIONAL DEVELOPMENT
IDENTIFIERS - *SHIPBUILDING; CAREER AWARENESS; ECONOMIC AWARENESS

ABSTRACT - THIS BOOKLET DESCRIBING JOBS IN SHIP AND BOAT BUILDING CONTAINS SIX TOPICAL UNITS ILLUSTRATED WITH PHOTOGRAPHS AND LINE DRAWINGS, IN ADDITION TO A BIBLIOGRAPHY AND A JOB INDEX KEYED TO THE DICTIONARY OF OCCUPATIONAL TITLES. CAREER OPPORTUNITIES AND ENTRY REQUIREMENTS ARE DETAILED, AND A BRIEF HISTORY OF BOATS AND SHIPS IS INCLUDED. DEVELOPED BY A RESEARCH ANALYST WITH THE AID OF LEADERS IN INDUSTRY, THE BOOKLET PRESENTS OCCUPATIONAL INFORMATION GATHERED IN THE NORTHERN MIDWEST STATES AND PROVIDES BACKGROUND INFORMATION ON THE SHIP AND BOAT BUILDING INDUSTRIES. (AG)

VT 016 175
AUTO MECHANICS. UNIT VI: AUTOMOTIVE BRAKES. BOOK 6.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES.
LOUISIANA STATE VOCATIONAL-TECHNICAL AND TRADE SCHOOLS
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 122P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; MECHANICS (PROCESS); *HYDRAULICS; *UNITS OF STUDY (SUBJECT FIELDS); *FLUID POWER EDUCATION; PRODUCER SERVICES; *JOB

SKILLS; AUTO MECHANICS (OCCUPATION); RESOURCE MATERIALS; MOTOR VEHICLES; QUESTIONING TECHNIQUES
IDENTIFIERS - *AUTOMOTIVE BRAKES; BEGINNING COMPETENCE

ABSTRACT - THIS INSTRUCTIONAL UNIT DEALS WITH SPECIFIC INFORMATION ON HYDRAULIC BRAKE SYSTEMS IN CARS AS PART OF A VOCATIONAL PREPARATION COURSE IN AUTO MECHANICS. A LIST OF REQUIRED TEXTBOOKS, OBJECTIVE TESTS, AND ANSWER KEYS FOR STUDY QUESTIONS SUPPLEMENT THE MATERIALS LISTS. REQUIRED STUDY ASSIGNMENTS ACCOMPANIED BY SEVEN JOB SHEETS MAKE UP THE INSTRUCTIONAL MATERIALS. LINE DIAGRAMS ILLUSTRATE THE TEXT. (AG)

VT 016 180
TERRY, MARTHA, ED.
THE FOUR-STEP METHOD OF INSTRUCTION. A PROGRAMMED COURSE FOR OCCUPATIONAL INSTRUCTORS. MODULE 1.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEC-2-7-006711-4542
PUB DATE - ND 23P.

DESCRIPTORS - *PROGRAMED MATERIALS; INSTRUCTIONAL AIDS; *STUDY GUIDES; *TRADE AND INDUSTRIAL TEACHERS; *EFFECTIVE TEACHING; *TEACHER EDUCATION; TEACHER ORIENTATION

ABSTRACT - THIS MODULE IS THE FIRST IN A SERIES OF SIX WHICH CONSTITUTE A PROGRAMED COURSE IN TEACHING TECHNIQUES AND STRATEGIES OF INSTRUCTION FOR VOCATIONAL TEACHERS. DEVELOPED PRIMARILY FOR THOSE OCCUPATIONAL INSTRUCTORS WHO ARE SKILLED TRADESMEN, ASKED TO TEACH A COURSE, MODULE 1 ACTS AS AN INTRODUCTION TO THE TEACHING TASK AND CONTAINS INFORMATION RELATIVE TO THE UNDERLYING PURPOSE AND EXISTING NEED FOR THE PROGRAM. EMPHASIS IS PLACED ON ITS HELPFULNESS IN IMPROVING INSTRUCTIONAL COMPETENCY. OTHER COMPONENTS OF THE SET ARE AVAILABLE AS VT 016 181-VT 016 185 IN THIS ISSUE. (SN)

VT 016 181
TERRY, MARTHA, ED.
THE FOUR-STEP METHOD OF INSTRUCTION. A PROGRAMMED COURSE FOR OCCUPATIONAL INSTRUCTORS. MODULE 2.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEC-2-7-006711-4542
PUB DATE - ND 66P.

DESCRIPTORS - *LESSON PLANS; *TEACHING METHODS; TEACHING TECHNIQUES; *PROGRAMED INSTRUCTION; EFFECTIVE TEACHING; *TRADE AND INDUSTRIAL TEACHERS; *VOCATIONAL EDUCATION TEACHERS; *TEACHER EDUCATION; PROGRAMED MATERIALS

ABSTRACT - THIS MODULE IS THE SECOND IN A SERIES OF SIX WHICH CONSTITUTE A PROGRAMED COURSE IN TEACHING TECHNIQUES AND STRATEGIES. DEVELOPED PRIMARILY FOR USE BY OCCUPATIONAL INSTRUCTORS, THE PACKAGE IS INTENDED TO SERVE AS AN AID IN HELPING TO IMPROVE INSTRUCTIONAL COMPETENCY. MODULE 2 FOCUSES ON THE PREPARATORY ASPECT OF TEACHING, CHIEFLY THAT OF DESIGNING GOOD LESSON PLANS AND IS PRESENTED IN SIX PARTS: (1) DIVIDING THE COURSE INTO LESSONS, (2) CHOOSING OBJECTIVES, (3) PREPARING A TIMETABLE, (4) LISTING TOOLS AND EQUIPMENT, (5) SELECTING THE APPROPRIATE TEACHING METHOD, AND (6) ARRANGING THE WORK AREA. OTHER COMPONENTS IN THIS SET ARE AVAILABLE AS VT 016 180-VT 016 185 IN THIS ISSUE. (SN)

VT 016 182
TERRY, MARTHA, ED.
THE FOUR-STEP METHOD OF INSTRUCTION. A PROGRAMMED COURSE FOR OCCUPATIONAL INSTRUCTORS. MODULE 3.

REHABILITATION RESEARCH FOUNDATION,

ELMORE, ALA.
OFFICE OF EDUCATION (DHEW),
WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEC-2-7-006711-4542
PUB DATE - ND 40P.

DESCRIPTORS - *CLASSROOM TECHNIQUES; *PROGRAMED MATERIALS; INSTRUCTIONAL AIDS; *TEACHER EDUCATION; TEACHING TECHNIQUES; *EFFECTIVE TEACHING; *VOCATIONAL EDUCATION TEACHERS

ABSTRACT - THIS MODULE IS THE THIRD IN A SERIES OF SIX WHICH CONSTITUTE A PROGRAMED COURSE IN TEACHING TECHNIQUES AND STRATEGIES. DEVELOPED PRIMARILY FOR OCCUPATIONAL INSTRUCTORS, THE PACKAGE WAS DESIGNED TO SERVE AS AN AID IN HELPING TO IMPROVE INSTRUCTIONAL COMPETENCY. MODULE 3 FOCUSES ON PREPARING THE LEARNER FOR INSTRUCTION. THIS PREPARATION INCLUDES: (1) MAKING THE LEARNER COMFORTABLE WITH PROPER SEATING, LIGHTING, AND VENTILATION, (2) MOTIVATING HIM TO LEARN, (3) DETERMINING HIS READINESS TO LEARN, (4) INVOLVING THE LEARNER IN THE COURSE, AND (5) DISCOVERING INTERESTS AND ABILITIES OF THE LEARNER. OTHER COMPONENTS TO THE SET ARE AVAILABLE AS VT 016 180-VT 016 185 IN THIS ISSUE. (SN)

VT 016 183
TERRY, MARTHA, ED.
THE FOUR-STEP METHOD OF INSTRUCTION. A PROGRAMMED COURSE FOR OCCUPATIONAL INSTRUCTORS. MODULE 4.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
OFFICE OF EDUCATION (DHEW),
WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEC-2-7-006711-4542
PUB DATE - ND 68P.

DESCRIPTORS - GROUP INSTRUCTION; *PROGRAMED MATERIALS; INSTRUCTIONAL AIDS; TEACHING GUIDES; *EFFECTIVE TEACHING; *VOCATIONAL EDUCATION TEACHERS; PROGRAMED INSTRUCTION; *TEACHER IMPROVEMENT; VOCATIONAL EDUCATION

ABSTRACT - THIS MODULE IS THE FOURTH IN A SERIES OF SIX WHICH CONSTITUTE A 4-STEP PROGRAMED COURSE IN CERTAIN TEACHING TECHNIQUES AND STRATEGIES THAT HAVE BEEN DEVELOPED PRIMARILY FOR OCCUPATIONAL TEACHERS. IN AN EFFORT TO IMPROVE INSTRUCTIONAL COMPETENCY THIS MODULE ANALYZES THE PRESENTATION OF INSTRUCTION IN FOUR STEPS THAT ARE NECESSARY FOR THE ACTUAL LEARNING PROCESS TO TAKE PLACE. THESE STEPS ARE: (1) DEMONSTRATE AND EXPLAIN ONE IMPORTANT STEP AT A TIME, (2) ILLUSTRATE YOUR INSTRUCTION WITH THE PROPER AIDS AND MATERIALS, (3) QUESTION THE TRAINEES TO SEE THAT THEY UNDERSTAND WHAT YOU HAVE PRESENTED, AND (4) REPEAT INSTRUCTION WHEREVER ANSWERS TO YOUR QUESTIONS INDICATE THAT THERE IS A NEED. OTHER COMPONENTS TO THE SET ARE AVAILABLE AS VT 016 180-VT 016 185 IN THIS ISSUE. (SN)

VT 016 184
TERRY, MARTHA, ED.
THE FOUR-STEP METHOD OF INSTRUCTION. A PROGRAMMED COURSE FOR OCCUPATIONAL INSTRUCTORS. MODULE 5.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
OFFICE OF EDUCATION (DHEW),
WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEC-2-7-006711-4542
PUB DATE - ND 29P.

DESCRIPTORS - *EFFECTIVE TEACHING; *PROGRAMED MATERIALS; INSTRUCTIONAL AIDS; *TEACHING TECHNIQUES; *TRADE AND INDUSTRIAL TEACHERS; *TEACHER EDUCATION

ABSTRACT - THIS MODULE IS THE FIFTH IN A SERIES OF SIX WHICH CONSTITUTE A 4-STEP PROGRAMMED COURSE IN TEACHING TECHNIQUES AND STRATEGIES. DEVELOPED PRIMARILY FOR OCCUPATIONAL TEACHERS, THE PURPOSE OF THE PACKAGE IS TO AID IN IMPROVING INSTRUCTIONAL COMPETENCY. IN MODULE 5, THE FOCUS IS ON THE

APPLICATION OF THE INFORMATION PRESENTED. CONCEPTS INCLUDED ARE: (1) DEMONSTRATION, (2) REPETITION, AND (3) REINFORCEMENT. OTHER COMPONENTS TO THE SET ARE AVAILABLE AS VT 016 180 - VT 016 185 IN THIS ISSUE. (SN)

VT 016 185
TERRY, MARTHA, ED.
THE FOUR-STEP METHOD OF INSTRUCTION. A PROGRAMMED COURSE FOR OCCUPATIONAL INSTRUCTORS. MODULE 6.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEC-2-7-006711-4542
PUB DATE - ND 40P.

DESCRIPTORS - *COURSE EVALUATION; *PROGRAMED MATERIALS; TEACHING GUIDES; INSTRUCTIONAL AIDS; *TEACHING TECHNIQUES; *EFFECTIVE TEACHING; *TRADE AND INDUSTRIAL TEACHERS; VOCATIONAL EDUCATION TEACHERS

ABSTRACT - THIS MODULE IS THE LAST IN A SERIES OF SIX WHICH CONSTITUTE A FOUR-STEP PROGRAMED COURSE IN TEACHING TECHNIQUES AND STRATEGIES. DEVELOPED PRIMARILY FOR OCCUPATIONAL TEACHERS, THE PURPOSE OF THE PACKAGE IS TO AID IN IMPROVING INSTRUCTIONAL COMPETENCY. IN MODULE 6, ATTENTION IS DIRECTED TO THE EVALUATION PROCESS AS A TOOL IN MEASURING SUCCESS. THIS PROCESS INVOLVES: (1) DETERMINING IF THE TRAINEE HAS DEVELOPED THE KNOWLEDGE AND SKILLS NECESSARY TO PERFORM THE TRADE, (2) DETERMINING IF HE CAN PERFORM THE TRADE TO MEET THE STANDARDS OF EXCELLENCE AS VIEWED BY THE INSTRUCTOR, AND (3) DETERMINING IF HE HAS REACHED THE OBJECTIVES, BOTH GENERAL AND SPECIFIC. OTHER COMPONENTS TO THE SET ARE AVAILABLE AS VT 016 180-VT 016 184 IN THIS ISSUE. (SN)

VT 016 222
V. I. P. COMMUNICATIONS CURRICULUM FOR AUTO MECHANICS.

TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION, NASHVILLE.
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL EDUCATION, 205 CORDELL HULL BUILDING, NASHVILLE, TENNESSEE 37219
PUB DATE - ND 214P.

DESCRIPTORS - *AUTO MECHANICS; INDUSTRIAL ARTS; *WORKSHEETS; INSTRUCTIONAL MATERIALS; *ENGLISH CURRICULUM; *COMMUNICATION (THOUGHT TRANSFER); ASSIGNMENTS; *STUDY GUIDES; SECONDARY GRADES
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - DESIGNED FOR STUDENTS IN AUTO MECHANICS CLASSES, THIS PUBLICATION CONTAINS 10 UNITS DEALING WITH ASPECTS OF WRITTEN COMMUNICATION. CONSISTING OF FROM NINE TO 35 ASSIGNMENTS, THE UNITS COVER SUCH TOPICS AS: (1) PARTS OF SPEECH, (2) NOUN AND VERB USAGE, (3) WRITING SENTENCES, (4) WRITING BUSINESS AND INFORMAL LETTERS, AND (5) PUNCTUATION. (SB)

VT 016 228
AN INSTRUCTOR'S GUIDE FOR A PROGRAM IN FUEL SYSTEM SERVICES. TRADE AND TECHNICAL EDUCATION. AUTOMOTIVE INDUSTRIES OCCUPATIONS.

NEW YORK STATE EDUCATION DEPT., ALBANY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 112P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; BEHAVIORAL OBJECTIVES; TEACHING METHODS; *AUTO MECHANICS (OCCUPATION); COURSE CONTENT; *RESOURCE MATERIALS; SECONDARY EDUCATION; ADULT EDUCATION; *FUELS; ENGINES; AUTO MECHANICS
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - DEVELOPED BY A COMMUNITY COLLEGE AUTO MECHANICS INSTRUCTOR FOR USE IN SECONDARY SCHOOLS AND ADULT PROGRAMS, THIS TEACHING GUIDE SHOULD HELP IN PREPARING STUDENTS FOR EMPLOYMENT IN THE AREA OF AUTOMOTIVE SERVICES. EACH OF THE EIGHT UNITS PRESENTS BEHAVIORAL

OBJECTIVES, COURSE CONTENT, REVIEW TOPICS, A BIBLIOGRAPHY OF TEXTBOOKS, FILMS, AND CHARTS, AND TEACHING APPROACHES FOR THE FOLLOWING UNITS: (1) INTRODUCTION--OVERVIEW OF COURSE, (2) MINOR COMPONENTS, (3) CARBURETOR FUNDAMENTALS, (4) AUTOMOTIVE CARBURETORS, (5) CARBURETOR DIAGNOSIS AND OVERHAUL, (6) AUTOMOTIVE FUELS, (7) AUTOMOTIVE EMISSION CONTROL SYSTEMS, AND (8) FUEL INJECTION, SUPERCHARGERS, AND LIQUEFIED PETROLEUM GAS SYSTEMS. ALSO INCLUDED ARE A GLOSSARY, A DIRECTORY OF COMPANIES, A 4-PART FINAL EXAMINATION, AND INFORMATION ON USING AUDIOVISUAL MATERIALS. (JS)

VT 016 234
AUTO BODY REPAIR AND PAINTING PROGRAM. PLAN AND OUTLINE FOR SECONDARY LEVEL.

IDAHO STATE BOARD OF VOCATIONAL EDUCATION, BOISE. DIV. OF TRADE AND INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
VO-ED-118
PUB DATE - ND 18P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL DEVELOPMENT; *STATE CURRICULUM GUIDES; COURSE OBJECTIVES; SECONDARY GRADES; *PROGRAM DESCRIPTIONS; PRODUCER SERVICES; PROGRAM GUIDES; *AUTO BODY REPAIRMAN; WELDING; PAINTING; EQUIPMENT; *FINISHING; RESOURCE MATERIALS
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS; IDAHO

ABSTRACT - THIS INSTRUCTIONAL OUTLINE FOR A 3-YEAR AUTO BODY REPAIR AND PAINTING PROGRAM AT THE SECONDARY LEVEL CONTAINS PROGRAM OBJECTIVES, COURSE CONTENTS FOR EACH YEAR, A RESOURCE LIST, AND LISTS OF EQUIPMENT AND SUPPLIES. PROGRAM AND MATERIALS COSTS ARE INCLUDED. THIS GUIDE, PATTERNED AFTER A TRAINING PROGRAM DEVELOPED BY THE OKLAHOMA STATE UNIVERSITY, WAS DEVELOPED BY A VOCATIONAL INSTRUCTOR OF AUTO BODY REPAIR AT A POST-SECONDARY TECHNICAL SCHOOL AIDED BY TWO STATE SUPERVISORS OF VOCATIONAL AND INDUSTRIAL EDUCATION. THE COURSE OUTLINE IS BASED ON A 5-DAY SCHEDULE OF ONE HOUR A DAY FOR GRADE 10, TWO HOURS A DAY FOR GRADE 11, AND THREE HOURS A DAY FOR GRADE 12, WITH TWO HOURS USED FOR SHOP IN THE LAST YEAR. (AG)

VT 016 236
CONSUMER ELECTRONICS PROGRAM. PLAN AND OUTLINE FOR SECONDARY LEVEL.

IDAHO STATE BOARD OF VOCATIONAL EDUCATION, BOISE. DIV. OF TRADE AND INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
VO-ED-119
PUB DATE - ND 17P.

DESCRIPTORS - *ELECTRONICS; SECONDARY GRADES; *PROGRAM DESCRIPTIONS; BEHAVIORAL OBJECTIVES; PRODUCER SERVICES; RESOURCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL DEVELOPMENT; TECHNICAL OCCUPATIONS; *STATE CURRICULUM GUIDES; *COURSE CONTENT; ELECTRONIC TECHNICIANS
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS; IDAHO

ABSTRACT - THIS INSTRUCTIONAL GUIDE FOR A 3-YEAR VOCATIONAL PREPARATION PROGRAM AT THE HIGH SCHOOL LEVEL IN CONSUMER-ORIENTED ELECTRONICS PROVIDES PROGRAM OBJECTIVES, A COURSE OUTLINE, AND TEACHING PROCEDURES FOR EACH YEAR. EQUIPMENT AND MATERIALS LISTS ARE INCLUDED, AS WELL AS PROGRAM COSTS AND A SAMPLE PLAN FOR CLASSROOM FACILITIES. DEVELOPED BY A HIGH SCHOOL ELECTRONICS TEACHER WITH THE AID OF A LOCAL ADVISORY COMMITTEE, AND THE STATE BOARD OF VOCATIONAL EDUCATION THE TEACHING PLANS USE THE U.S. OFFICE OF EDUCATION OE-87040 ELECTRONICS MECHANIC GUIDE AS THE PRIMARY RESOURCE. INTENDED TO PROVIDE STUDENTS WITH ENTRY LEVEL EMPLOYMENT SKILLS FOR FURTHER POST-SECONDARY EDUCATION OR ON-THE-JOB TRAINING, THE INSTRUCTIONAL OUTLINE EMPHASIZES IN-DEPTH SHOP PRACTICE AND CLASSROOM INSTRUCTION BASED ON A 5-DAY SCHEDULE OF ONE HOUR PER

DAY FOR GRADE 10, TWO HOURS PER DAY FOR GRADE 11, AND THREE HOURS PER DAY FOR GRADE 12 WITH TWO HOURS OF SHOP DAILY IN THE LAST YEAR.

VT 016 253
ESPENSCHIED, R.F.
TUNGSTEN INERT GAS (TIG) WELDING.

ILLINOIS UNIV., URBANA. VOCATIONAL AGRICULTURE SERVICE.
MF AVAILABLE IN VT-ERIC SET.
VAS-3036
VOCATIONAL AGRICULTURE SERVICE, 434 MUMFORD HALL, URBANA, ILLINOIS 61801 ($.40)
PUB DATE - 72 30P.

DESCRIPTORS - *AGRICULTURAL EDUCATION; VOCATIONAL AGRICULTURE; *UNITS OF STUDY (SUBJECT FIELDS); *WELDING; *AGRICULTURAL ENGINEERING; ILLUSTRATIONS; METALS; *INSTRUCTIONAL MATERIALS

ABSTRACT - DEVELOPED BY A UNIVERSITY AGRICULTURAL DEPARTMENT FOR SECONDARY AND POST-SECONDARY STUDENTS, THIS UNIT GIVES COVERAGE TO TUNGSTEN INERT GAS WELDING, INCLUDING SELECTION OF EQUIPMENT, ADJUSTING, SETTING UP AND MAINTAINING THE EQUIPMENT, AND PROVIDES TECHNIQUES AND PROCEDURES USED IN WELDING DIFFERENT KINDS OF METALS. IN ADDITION, THE UNIT HAS NUMEROUS TABLES, PICTORIAL DIAGRAMS, TROUBLE SHOOTING GUIDES, AS WELL AS A LIST OF REFERENCES RELATED TO TUNGSTEN INERT GAS WELDING. (DM)

VT 016 360 ED 065 732
HAINES, PETER G.; HYSLOP, DAVID
A REFERENCE BIBLIOGRAPHY FOR GENERAL WORK EXPERIENCE AND COOPERATIVE OCCUPATIONAL PLANS OF INSTRUCTION.

MICHIGAN STATE UNIV., EAST LANSING. DEPT. OF SECONDARY EDUCATION AND CURRICULUM.
EDRS PRICE MF-$0.65 HC-$3.29.
PUB DATE - ND 43P.

DESCRIPTORS - *INSERVICE EDUCATION; *CAREER EDUCATION; REFERENCE MATERIALS; *BIBLIOGRAPHIES; *WORK EXPERIENCE PROGRAMS; EDUCATION; *COOPERATIVE EDUCATION
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS BIBLIOGRAPHY OF REFERENCE MATERIALS ON COOPERATIVE EDUCATION AND GENERAL WORK EXPERIENCE PROGRAMS WILL PROVE USEFUL TO TEACHERS, COORDINATORS, AND ADMINISTRATORS IN INSERVICE COURSES AND TO GRADUATE STUDENTS WHO SEEK IN-DEPTH INFORMATION. THE REFERENCES INCLUDE UNPUBLISHED STATE BULLETINS, RESEARCH REPORTS, AND ITEMS IN THE ERIC RETRIEVAL SYSTEM, IN ADDITION TO SOURCES AVAILABLE THROUGH LIBRARY COLLECTIONS OF PERIODICALS. COVERING SEVERAL DECADES IN ITS SCOPE, THE BIBLIOGRAPHY LISTS ITEMS BY THE FUNCTIONS OF OPERATIONAL SCHOOL PRACTICE. FUNDS FOR COMPILING THE REFERENCES WERE PROVIDED BY TWO PROFESSORS, AND PRINTING COSTS WERE UNDERWRITTEN BY A STATE VOCATIONAL TEACHER EDUCATION PROJECT. (AG)

VT 016 362
COURSE IN CARPENTRY, VOLUME 3--WORKBOOK. 1971 EDITION.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.;CALIFORNIA STATEWIDE CARPENTERS' JOINT APPRENTICESHIP COMMITTEE.;UNITED BROTHERHOOD OF CARPENTERS AND JOINERS OF AMERICA.
DOCUMENT NOT AVAILABLE FROM EDRS.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, FISCAL OFFICE, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($3.00)
PUB DATE - 71 305P.

DESCRIPTORS - INSTRUCTIONAL MATERIALS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CARPENTERS; *APPRENTICESHIPS; RESOURCE MATERIALS; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - DEVELOPED IN CONSULTATION WITH INDUSTRIAL REPRESENTATIVES, THIS STUDY GUIDE

WAS PREPARED TO AID APPRENTICES IN LEARNING THE SKILLS OF CARPENTRY. INCLUDED IN THE GUIDE ARE 57 LESSONS CATEGORIZED AS FOLLOWS: (1) CONCRETE, (2) FORM DETAILING, CONSTRUCTION, AND ERECTION, (3) PRECAST AND PRESTRESSED CONCRETE, (4) HEAVY TIMBER CONSTRUCTION, (5) WELDING, AND (6) BUILDER'S LEVEL AND LEVEL-TRANSIT. THE LESSONS PROVIDE INTRODUCTORY MATERIALS, ASSIGNMENTS, ILLUSTRATIONS AND STUDY QUESTIONS. ALSO INCLUDED IN THE GUIDE ARE A GLOSSARY AND A LIST OF REFERENCE BOOKS FROM WHICH THE ASSIGNMENTS ARE TAKEN. VOLUMES I AND II OF THIS CARPENTRY SERIES ARE AVAILABLE AS VT 005 509 IN AIM WINTER 1968 AND VT 016 363 IN THIS ISSUE. (JS)

VT 016 363
COURSE IN CARPENTRY, VOLUME 2. 1970 EDITION.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.;CALIFORNIA STATEWIDE CARPENTERS' JOINT APPRENTICESHIP COMMITTEE.;UNITED BROTHERHOOD OF CARPENTERS AND JOINERS OF AMERICA.
MF AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPT. OF EDUCATION, FISCAL OFFICE, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA, 95814 ($3.00)
PUB DATE - 70 242P.

DESCRIPTORS - INSTRUCTIONAL MATERIALS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CARPENTERS; *APPRENTICESHIPS; ASSIGNMENTS; RESOURCE MATERIALS; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - DEVELOPED IN CONSULTATION WITH INDUSTRIAL REPRESENTATIVES, THIS STUDY GUIDE WAS PREPARED TO AID APPRENTICES IN LEARNING THE SKILLS OF CARPENTRY. INCLUDED IN THE GUIDE ARE 59 LESSONS CATEGORIZED UNDER THE FOLLOWING HEADINGS: (1) ROUGH FRAMING, (2) ROOF FRAMING, (3) EXTERIOR FINISH, (4) INTERIOR FINISH, AND (5) STAIR BUILDING. THE LESSONS PROVIDE INTRODUCTORY MATERIAL, ASSIGNMENTS, ILLUSTRATIONS, AND STUDY QUESTIONS. THE ASSIGNMENTS ARE TAKEN FROM REFERENCE BOOKS TO WHICH THE APPRENTICE SHOULD HAVE ACCESS. VOLUMES I AND III OF THIS CARPENTRY SERIES ARE AVAILABLE AS VT 005 509 IN AIM WINTER 1968 AND VT 016 362 IN THIS ISSUE. (JS)

VT 016 368
GUIDELINES FOR ESTABLISHING AND EVALUATING CIVIL ENGINEERING TECHNOLOGY PROGRAMS.

FLORIDA STATE DEPT. OF EDUCATION, TALLAHASSEE. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
BULL-79L-5
PUB DATE - AUG70 33P.

DESCRIPTORS - *POST SECONDARY EDUCATION; *PROGRAM DEVELOPMENT; COURSE CONTENT; PROJECT TRAINING METHODS; CHARTS; GUIDELINES; *PROGRAM GUIDES; ADMINISTRATOR GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ENGINEERING TECHNICIANS; CIVIL ENGINEERING; FACILITY REQUIREMENTS; MANPOWER NEEDS; SALARIES; BIBLIOGRAPHIES; RESOURCE MATERIALS
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - THESE GUIDELINES FOR ESTABLISHING AND EVALUATING 2-YEAR POST-SECONDARY CIVIL ENGINEERING TECHNOLOGY PROGRAMS WILL BE USEFUL FOR ADMINISTRATORS, SUPERVISORS, SCHOOL BOARD MEMBERS, FACULTY, AND OTHERS INTERESTED IN TECHNICAL EDUCATION. A LIST OF 20 POSSIBLE FIELDS IN CIVIL ENGINEERING, A DEFINITION OF A CIVIL ENGINEERING TECHNICIAN, MANPOWER NEEDS IN THE AREA, AND SALARY RANGES ARE PRESENTED. FOR A PROGRAM ADMINISTRATOR, 19 STEPS IN PROGRAM DEVELOPMENT ARE INCLUDED. A WIDE RANGE OF CHARTS ILLUSTRATES THE TEXT. STUDENT SELECTION, AN ADVISORY COMMITTEE, CURRICULUM CONTENT, FACILITY REQUIREMENTS, AND

FACULTY QUALIFICATIONS ARE TOPICS OF DISCUSSION. A BIBLIOGRAPHY AND A LIST OF SAMPLE TEXTBOOKS ARE PROVIDED. THIS UNIT WAS DEVELOPED BY ENGINEERS IN GOVERNMENT AND INDUSTRY, A TEACHER EDUCATOR, AND AN ADMINISTRATOR SERVING AS PROJECT COORDINATOR. (AG)

VT 016 371
COURSE OUTLINE FOR DRAFTING.

TENNESSEE STATE BOARD FOR
VOCATIONAL EDUCATION, NASHVILLE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN69 26P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; SECONDARY GRADES; *BASIC SKILLS; *DRAFTING; *ARCHITECTURAL DRAFTING; BEHAVIORAL OBJECTIVES; RESOURCE MATERIALS; VOCATIONAL DEVELOPMENT; TIME BLOCKS
IDENTIFIERS - BEGINNING COMPETENCE; CAREER AWARENESS; EMPLOYMENT SKILLS; *COURSE CONTENT

ABSTRACT - THIS BASIC OUTLINE FOR A 2-YEAR, 1080-HOUR DRAFTING COURSE AT THE SECONDARY LEVEL, DESIGNED TO DEVELOP ENTRY-LEVEL EMPLOYMENT SKILLS, CONTAINS A PROGRAM RATIONALE, SIX COURSE OBJECTIVES, AND TIME ALLOTMENTS. FIVE SUBJECT AREAS FOR A CURRICULUM ON BASIC ARCHITECTURE ARE BRIEFLY OUTLINED, AS WELL AS 22 SUBJECT AREAS FOR THE DRAFTING CURRICULUM. RESOURCE MATERIALS AND A BIBLIOGRAPHY ARE INCLUDED. (AG)

VT 016 372
COURSE OUTLINE FOR COSMETOLOGY.

TENNESSEE STATE BOARD FOR
VOCATIONAL EDUCATION, NASHVILLE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - OCT71 18P.

DESCRIPTORS - SECONDARY GRADES; BEHAVIORAL OBJECTIVES; *VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; BIBLIOGRAPHIES; *HUMAN SERVICES; *COSMETOLOGY
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - THIS OUTLINE FOR A 3-YEAR, 1,500-HOUR VOCATIONAL PREPARATION PROGRAM IN COSMETOLOGY AT THE HIGH SCHOOL LEVEL CONTAINS A PROGRAM RATIONALE, TEN BEHAVIORAL OBJECTIVES, A BRIEF OUTLINE OF 27 INSTRUCTIONAL BLOCKS, AND A BIBLIOGRAPHY. ENTRY LEVEL EMPLOYMENT REQUIREMENTS ARE TO BE MET IN A 3-HOUR DAILY PROGRAM, MEETING FIVE DAYS PER WEEK, WHICH OFFERS TWO UNITS OF CREDIT PER YEAR. MANIPULATIVE SKILL AND THE STUDY OF THEORY WILL MAKE UP 80 PERCENT AND 20 PERCENT, RESPECTIVELY, OF THE JOB TRAINING. (AG)

VT 016 373
COURSE OUTLINE FOR AUTO BODY REPAIR.

TENNESSEE STATE BOARD FOR
VOCATIONAL EDUCATION, NASHVILLE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 12P.

DESCRIPTORS - SECONDARY GRADES; *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL DEVELOPMENT; BIBLIOGRAPHIES; COURSE OBJECTIVES; *AUTO BODY REPAIRMEN
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE; *COURSE CONTENT; *VOCATIONAL EDUCATION; WELDING; FINISHING; *ASSEMBLY (MANUFACTURING)

ABSTRACT - THIS SHORT OUTLINE FOR A COURSE IN AUTO BODY REPAIR INCLUDES A RATIONALE, SIX GENERAL COURSE OBJECTIVES, SEVEN UNIT OUTLINES, A BIBLIOGRAPHY, AND SOURCES OF TEACHING AIDS. THE COURSE INTENDED TO PROMOTE SOME DEGREE OF UNIFORMITY WITHIN THE STATE, WILL BE HELPFUL IN PLANNING FOR DEVELOPING KNOWLEDGE AND JOB SKILLS FOR ENTRY LEVEL EMPLOYMENT. (AG)

VT 016 375
COURSE OUTLINE FOR GENERAL WOODWORKING.

TENNESSEE STATE BOARD FOR
VOCATIONAL EDUCATION, NASHVILLE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - OCT71 20P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; CONSTRUCTION (PROCESS); *VOCATIONAL DEVELOPMENT; SECONDARY GRADES; *WOODWORKING; *INDUSTRIAL EDUCATION; BEHAVIORAL OBJECTIVES; RESOURCE MATERIALS; TIME BLOCKS
IDENTIFIERS - CAREER AWARENESS; EMPLOYMENT SKILLS; BEGINNING COMPETENCE; *COURSE CONTENT

ABSTRACT - THIS BASIC COURSE OUTLINE IS FOR A 2-YEAR, 1080-HOUR VOCATIONAL COURSE IN GENERAL WOODWORKING AT THE HIGH SCHOOL LEVEL, MEETING THREE HOURS PER DAY, FIVE DAYS PER WEEK. IT CONTAINS A RATIONALE, THREE BEHAVIORAL OBJECTIVES, TIME ALLOTMENTS FOR THE MATERIAL COVERED, AND A RESOURCE LIST. FOURTEEN INSTRUCTIONAL BLOCKS ARE BRIEFLY OUTLINED, AND A BIBLIOGRAPHY IS PROVIDED. ABOUT ONE THIRD OF THE COURSE IS RELATED TO THEORY, MATHEMATICS, AND SIMILAR AREAS WHILE THE REMAINDER OF THE COURSE IS SPENT IN PRACTICAL APPLICATION TO DEVELOP ENTRY-LEVEL JOB SKILLS. (AG)

VT 016 376 ED 066 575
CRITERIA FOR THE ESTABLISHMENT AND MAINTENANCE OF TWO YEAR POST HIGH SCHOOL WASTEWATER TECHNOLOGY TRAINING PROGRAMS. VOLUME I: PROGRAM CRITERIA.

CLEMSON UNIV., S.C. DEPT. OF ENVIRONMENTAL SYSTEMS ENGINEERING.
ENVIRONMENTAL PROTECTION AGENCY, WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$3.29.
PUB DATE - 70 49P.

DESCRIPTORS - *GUIDELINES; ENVIRONMENTAL EDUCATION; *WATER POLLUTION CONTROL; POST SECONDARY EDUCATION; *EVALUATION CRITERIA; *SCHOOLS; *EDUCATIONAL SPECIFICATIONS; EDUCATIONAL PROGRAMS; PROGRAM GUIDES; TECHNICAL EDUCATION

ABSTRACT - THIS PROGRAM GUIDE, PREPARED BY REPRESENTATIVES FROM THE ENVIRONMENTAL PROTECTION AGENCY, PLANT OPERATIONS, VOCATIONAL-TECHNICAL SCHOOLS, PROFESSIONAL ASSOCIATIONS, AND UNIVERSITIES, IS THE FIRST OF A TWO-VOLUME SERIES AND PROVIDES AN OVERALL STATEMENT OF THE CRITERIA FOR THE SELECTION OF INSTITUTIONS AS TRAINING FACILITIES FOR WASTEWATER TECHNOLOGY TRAINING PROGRAMS. THESE CRITERIA, WHICH ARE IN A FORM APPROPRIATE FOR SOLICITING SELF-APPRAISAL BY INTERESTED INSTITUTIONS, COVER SUCH ASPECTS AS: (1) PHILOSOPHY AND PURPOSE OF THE INSTITUTION, (2) CURRICULUM, (3) INSTRUCTIONAL METHODS AND MEDIA, (4) RECRUITMENT OF TRAINEES AND PLACEMENT OF GRADUATES, AND (5) APPLICATION AND IMPLEMENTATION PROCEDURES. SUPPORTING THE BASIC SELF-APPRAISAL CRITERIA ARE STATEMENTS ON TRAINEE CHARACTERISTICS BEFORE AND AFTER TRAINING, THE FORM AND FUNCTION OF THE MANAGEMENT STRUCTURE FOR THE OVERALL PROGRAM, AND A GLOSSARY OF IMPORTANT TERMINOLOGY. VOLUME II CONTAINING THE CURRICULUM GUIDELINES IS AVAILABLE AS VT 016 377 IN THIS ISSUE. (AUTHOR/SB)

VT 016 377 ED 066 576
CRITERIA FOR THE ESTABLISHMENT AND MAINTENANCE OF TWO YEAR POST HIGH SCHOOL WASTEWATER TECHNOLOGY TRAINING PROGRAMS. VOLUME II: CURRICULUM GUIDELINES.

CLEMSON UNIV., S.C. DEPT. OF ENVIRONMENTAL SYSTEMS ENGINEERING.
ENVIRONMENTAL PROTECTION AGENCY, WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$16.45.
PUB DATE - 71 483P.

DESCRIPTORS - *CURRICULUM DEVELOPMENT; *GUIDELINES; ENVIRONMENTAL EDUCATION; POST SECONDARY EDUCATION; *WATER POLLUTION CONTROL; *BEHAVIORAL OBJECTIVES; PROGRAM DEVELOPMENT; EDUCATIONAL PROGRAMS; VOCATIONAL EDUCATION; *TECHNICAL EDUCATION
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - THIS PUBLICATION, PREPARED BY REPRESENTATIVES FROM THE ENVIRONMENTAL PROTECTION AGENCY, PLANT OPERATIONS, VOCATIONAL-TECHNICAL SCHOOLS, PROFESSIONAL ASSOCIATIONS, AND UNIVERSITIES IS THE SECOND OF A TWO-VOLUME SERIES AND CONTAINS GUIDELINES WHICH MAY BE USED IN ESTABLISHING A TWO-YEAR OR LESS POST-SECONDARY WASTEWATER TECHNOLOGY TRAINING PROGRAM. FOCUSING ON THE POSTTRAINING PERFORMANCE DESIRED OF TRAINEES, THE GUIDELINES ARE DESIGNED TO PROVIDE PRACTICAL, HANDS-ON SKILL AND KNOWLEDGE DIRECTLY RELATED TO THE OPERATION AND MANAGEMENT OF A WASTEWATER TREATMENT PLANT. THE GUIDELINES CONSIST OF SPECIFIC BEHAVIOR SHEETS WHICH ARE GROUPED ACCORDING TO SEVEN GENERAL CRITERION BEHAVIOR CATEGORIES AND CONTAIN A COMPOSITE MODEL PLANT PROCESS NAME AND LETTER DESIGNATION, SPECIFIC PROCESS UNITS, AND STIMULUS AND RESPONSE DETAIL. AN INTRODUCTORY SECTION DESCRIBES THE COMPONENTS OF THE BEHAVIOR SHEETS AND USE OF THE GUIDELINES. A PROCESS CHART AND SPECIFIC PROCESS UNITS FOR A COMPOSITE MODEL PLANT, STIMULUS AND RESPONSE DETAIL FOR THE GENERAL CRITERION BEHAVIORS, TRAINEE CHARACTERISTICS AND A GLOSSARY ARE APPENDED. VOLUME I CONTAINING PROGRAM GUIDELINES IS AVAILABLE AS VT 016 376 IN THIS ISSUE. (SB)

VT 016 388
AVIATION MECHANICS (POWER PLANT) AND AUTOMOTIVE MECHANICS. AUTHORIZED COURSE OF INSTRUCTION FOR THE QUINMESTER PROGRAM.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF INSTRUCTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 59P.

DESCRIPTORS - BEHAVIORAL OBJECTIVES; TIME BLOCKS; ENGINES; POWER MECHANICS; BIBLIOGRAPHIES; *COURSE DESCRIPTIONS; *TRADE AND INDUSTRIAL EDUCATION; SKILL DEVELOPMENT; TEACHING TECHNIQUES; TRANSPORTATION; *AUTO MECHANICS; *AVIATION MECHANICS; SKILLED OCCUPATIONS
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THESE TWO OUTLINES MAKING UP 135-HOUR BASIC VOCATIONAL PREPARATION COURSES DEAL WITH AIRCRAFT PROPELLERS AND COOLING SYSTEMS, EMPHASIZING MAINTENANCE AND TROUBLESHOOTING TECHNIQUES IN AVIATION MECHANICS AND AUTOMOTIVE SUSPENSION ALIGNMENT, AND BRAKES IN AUTOMOTIVE MECHANICS. INTENDED AS PART OF A SERIES OF UNITS TO DEVELOP ENTRY-LEVEL EMPLOYMENT SKILLS, THE INSTRUCTIONAL OUTLINES WERE DEVELOPED BY INSTRUCTIONAL AND SUPERVISORY PERSONNEL, AN ADVISORY COMMITTEE, AND THE VOCATIONAL TEACHER EDUCATION SERVICE, WITH THE APPROVAL OF THE DADE COUNTY VOCATIONAL CURRICULUM COMMITTEE. A VARIETY OF TEACHING TECHNIQUES FOR THE UNITS INCLUDE LECTURES, DEMONSTRATION, DISCUSSION, AUDIOVISUAL AIDS, RESOURCE PERSONS, AND PRACTICAL APPLICATION. BIBLIOGRAPHIES AND SAMPLE POST TESTS WITH ANSWER KEYS ARE PROVIDED. EACH COURSE CONTAINS GENERAL AND SPECIFIC PERFORMANCE OBJECTIVES AND GOALS, A CURRICULUM DESCRIPTION, TIME BLOCKS, AND UNIT PREREQUISITES. (AG)

VT 016 391
COURSE OUTLINE FOR TROWEL TRADES.

TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION, NASHVILLE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - OCT71 15P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; SECONDARY GRADES; *CONSTRUCTION (PROCESS); *BRICKLAYING; SKILL DEVELOPMENT; *SKILLED OCCUPATIONS; VOCATIONAL DEVELOPMENT; BEHAVIORAL OBJECTIVES; BIBLIOGRAPHIES; TIME BLOCKS; PRACTICAL MATHEMATICS
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS COURSE OUTLINE FOR A 2-YEAR, 1080-HOUR HIGH SCHOOL VOCATIONAL PROGRAM FOR THE TROWEL TRADES INCLUDES A PROGRAM RATIONALE, FOUR PROGRAM OBJECTIVES, AND A BRIEF OUTLINE OF THE SEVEN INSTRUCTIONAL BLOCKS. ABOUT ONE

THIRD OF THE COURSE WILL FOCUS ON MATHEMATICS, THEORY, AND RELATED SUBJECTS, AND THE REST WILL INVOLVE PRACTICAL EXPERIENCE. TECHNICAL INFORMATION AND TRADE SKILLS WILL BE DEVELOPED, INCLUDING SUCH SKILLS AS BLUEPRINT READING, ESTIMATING, AND CONSTRUCTION DETAILS. A BIBLIOGRAPHY IS INCLUDED. (AG)

VT 016 399
TRADEVMAN 1 AND C. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS-10378-C
PUB DATE - 70 356P. 1969 EDITION

DESCRIPTORS - *OFFICER PERSONNEL; *MILITARY TRAINING; *MANUALS; VISUAL AIDS; *EQUIPMENT MAINTENANCE; ELECTRONIC EQUIPMENT; AIR CONDITIONING EQUIPMENT; INDEXES (LOCATERS); *PROMOTION (OCCUPATIONAL); ADULT VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; SUPERVISORY TRAINING
IDENTIFIERS - TRADEVMAN 1 & C

ABSTRACT - THIS TRAINING MANUAL IS ONE OF A SERIES DEVELOPED ESPECIALLY FOR ENLISTED U.S. NAVY AND NAVAL RESERVE PERSONNEL WHO ARE PREPARING FOR ADVANCEMENT TO THE PETTY OFFICER RATES OF TRADEVMAN 1 & C. THE 12 TOPICAL CHAPTERS COVER A DESCRIPTION OF THE TRADEVMAN RATING, INFORMATION ON ORDERING AND RECORDING TRAINING EQUIPMENT, SUPERVISION OF MAINTENANCE ACTIVITIES, AIR CONDITIONING, CLOSED CIRCUIT TELEVISION, ANALOG AND DIGITAL COMPUTERS, AND TACTICAL TRAINEES. A WIDE RANGE OF PHOTOGRAPHS AND LINE DRAWINGS ILLUSTRATES THE TEXT. AN INDEX IS INCLUDED, AS WELL AS A LIST OF ELECTRIC AND ELECTRONIC SYMBOLS. (AG)

VT 016 413
WISEMAN, ROY; HUSSON, ERNEST
MINE MAINTENANCE MANUAL. FINAL REPORT.

KANAWHA COUNTY BOARD OF EDUCATION, CHARLESTON, W.VA.
WEST VIRGINIA STATE DEPT. OF EDUCATION, CHARLESTON. BUREAU OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 01APR72 56P.

DESCRIPTORS - NATURAL RESOURCES; *STUDY GUIDES; STUDENT TESTING; PROBLEM SOLVING; *FUELS; *INDUSTRIAL EDUCATION; VOCATIONAL DEVELOPMENT; MAINTENANCE; *ELECTRICITY; DIAGRAMS; *INDUSTRIAL TECHNOLOGY; HYDRAULICS
IDENTIFIERS - CAREER AWARENESS; EDUCATIONAL AWARENESS

ABSTRACT - THIS STUDY GUIDE ON MINE MAINTENANCE, WRITTEN BY A VOCATIONAL EDUCATOR AS A FINAL PROJECT REPORT, CONTAINS READING MATERIALS ABOUT COAL, A QUIZ, A PAGE OF DEFINITIONS, AND AN OUTLINE OF BASIC ELECTRICAL THEORY WITH PROBLEMS TO SOLVE. REGULATIONS ABOUT ELECTRICITY IN MINES ARE INCLUDED, AS WELL AS INFORMATION ON HYDRAULICS AND AN ANSWER KEY FOR THE PROBLEMS. LINE DIAGRAMS ILLUSTRATE THE TEXT. (AG)

VT 016 414
AVIATION MACHINIST'S MATE J 3 AND 2. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS-10341-B
PUB DATE - 71 303P.

DESCRIPTORS - INDEXES (LOCATERS); *STUDY GUIDES; *ADULT VOCATIONAL EDUCATION; *MILITARY TRAINING; PROMOTION (OCCUPATIONAL); DIAGRAMS; GOVERNMENT (ADMINISTRATIVE BODY); ARMED FORCES; VOCATIONAL DEVELOPMENT; *AVIATION TECHNOLOGY; MANUALS; *MACHINISTS
IDENTIFIERS - CAREER AWARENESS; EMPLOYMENT SKILLS

ABSTRACT - THIS RATE TRAINING MANUAL IS ONE OF A SERIES DESIGNED FOR ENLISTED PERSONNEL OF THE NAVY AND NAVAL RESERVE WHO ARE PREPARING

FOR ADVANCEMENT TO PETTY OFFICER THIRD CLASS AND PETTY OFFICER SECOND CLASS IN THE RATING OF AVIATION MACHINIST'S MATE J. WORKING DIAGRAMS ILLUSTRATE THE STUDY GUIDE, WHICH CONTAINS NECESSARY INFORMATION ON OCCUPATIONAL QUALIFICATIONS AND MACHINE SYSTEMS IN AVIATION. AN INDEX IS INCLUDED. (AG)

VT 016 415
AVIATION ELECTRONICS TECHNICIAN 1 AND C. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVTRA-10318-D
PUB DATE - 72 347P.

DESCRIPTORS - *ADULT VOCATIONAL EDUCATION; PROMOTION (OCCUPATIONAL); *MILITARY TRAINING; *ELECTRONIC TECHNICIANS; GOVERNMENT (ADMINISTRATIVE BODY); ARMED FORCES; *SUPPLEMENTARY TEXTBOOKS; VOCATIONAL EDUCATION; MANUALS; VOCATIONAL DEVELOPMENT; DIAGRAMS; INDEXES (LOCATERS); RESOURCE MATERIALS; *AVIATION TECHNOLOGY
IDENTIFIERS - CAREER AWARENESS; EMPLOYMENT SKILLS

ABSTRACT - THIS RATE TRAINING MANUAL IS ONE OF A SERIES DESIGNED ESPECIALLY FOR NAVY AND NAVAL RESERVE PERSONNEL PREPARING FOR ADVANCEMENT TO AVIATION ELECTRONICS TECHNICIAN FIRST CLASS AND CHIEF AVIATION ELECTRONICS TECHNICIAN. INFORMATION ON RADAR AND OTHER NECESSARY PHASES OF THESE POSITIONS ARE DETAILED. AS A SENIOR PETTY OFFICER, SUPERVISORY, INSTRUCTIONAL, AND LEADERSHIP ABILITIES ARE REQUIRED IN ADDITION TO DEVELOPMENT OF TECHNICAL KNOWLEDGE AND SKILLS. THE APPENDIX GIVES ELECTRONIC SYMBOLS, FORMULAS, AND THE USE OF THE GREEK ALPHABET. LINE DIAGRAMS ILLUSTRATE THE TEXT, WHICH INCLUDES AN INDEX. THIS DOCUMENT IS RELATED TO "AVIATION ELECTRONICS TECHNICIAN 3 & 2," AVAILABLE AS VT 012 789 (AIM FALL 1971). (AG)

VT 016 418
BASIC ELECTRONICS VOLUME 1. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS-10087-C
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 ($4.00; D 208.11: EL 2/10/971/V.1)
PUB DATE - ND 571P.

DESCRIPTORS - VISUAL AIDS; GOVERNMENT (ADMINISTRATIVE BODY); *MILITARY TRAINING; *TELECOMMUNICATION; *ELECTRONICS; *ADULT VOCATIONAL EDUCATION; ARMED FORCES; *MANUALS; VOCATIONAL DEVELOPMENT; TABLES (DATA); INDEXES (LOCATERS)
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS RATE TRAINING MANUAL COVERS BASIC ELECTRONICS PRINCIPLES FOR NAVY AND NAVAL RESERVE PERSONNEL. GENERAL INFORMATION CONCERNING NAVAL ELECTRONICS EQUIPMENT, TESTING DEVICES, AND SAFETY PROCEDURES PRECEDES A DETAILED STUDY OF CIRCUITS AND FUNDAMENTAL ELECTRONICS DEVICES, SUCH AS TRANSISTORS AND ELECTRON TUBES. COMMUNICATIONS THEORY AND TRANSMISSION METHODS ARE DISCUSSED. A WIDE RANGE OF PHOTOGRAPHS AND LINE DIAGRAMS ILLUSTRATES THE TEXT. THE APPENDIX INCLUDES SCIENTIFIC TABLES AND SYMBOLS. AN INDEX IS PROVIDED. (AG)

VT 016 419
ENGINEMAN 3 AND 2. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS-10541-B
PUB DATE - 72 554P.

DESCRIPTORS - ARMED FORCES; VISUAL AIDS; GOVERNMENT (ADMINISTRATIVE BODY); *MILITARY TRAINING; *MANUALS; PROMOTION (OCCUPATIONAL);

*ADULT VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; *ENGINES; *MACHINISTS; INDEXES (LOCATERS); RESOURCE MATERIALS; OCCUPATIONAL INFORMATION
IDENTIFIERS - CAREER AWARENESS; EMPLOYMENT SKILLS

ABSTRACT - THIS RATE TRAINING MANUAL WAS DESIGNED FOR NAVY AND NAVAL RESERVE PERSONNEL WHO ARE STUDYING FOR ADVANCEMENT TO THE PETTY OFFICER POSITIONS OF ENGINEMAN 3 AND 2. NECESSARY INFORMATION FOR MEETING JOB QUALIFICATIONS IS PROVIDED, INCLUDING THE USE OF RESOURCE MATERIALS AND OCCUPATIONAL INFORMATION. ENGINE SYSTEMS ARE DISCUSSED IN DETAIL, INCLUDING AIR CONDITIONING AND LATHE OPERATIONS. AN INDEX IS INCLUDED. A WIDE RANGE OF LINE DIAGRAMS ILLUSTRATES THE TEXT. (AG)

VT 016 422
AVIATION MACHINIST'S MATE R 3 AND 2. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS-10342-A
PUB DATE - 70 315P.

DESCRIPTORS - *MILITARY TRAINING; ARMED FORCES; GOVERNMENT (ADMINISTRATIVE BODY); *MANUALS; *AVIATION MECHANICS; *MACHINISTS; *PROMOTION (OCCUPATIONAL); OCCUPATIONAL INFORMATION; VISUAL AIDS; INDEXES (LOCATERS); VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; RESOURCE MATERIALS

ABSTRACT - THIS RATE TRAINING MANUAL IS ONE OF A SERIES PREPARED FOR NAVY AND NAVAL RESERVE PERSONNEL WHO ARE STUDYING FOR ADVANCEMENT TO THE PETTY OFFICER POSITIONS OF AVIATION MACHINIST'S MATE R 3 & 2. NECESSARY INFORMATION FOR MEETING JOB QUALIFICATIONS IS PROVIDED, DESCRIBING THE USE OF RESOURCE MATERIALS. THE NAVAL AIRCRAFT MAINTENANCE PROGRAM IS DISCUSSED, FOCUSING ON ENGINE SYSTEMS AND EQUIPMENT MAINTENANCE. AN INDEX IS INCLUDED. A WIDE RANGE OF TABLES AND LINE DIAGRAMS ILLUSTRATES THE TEXT. THIS DOCUMENT IS RELATED TO "AVIATION MACHINIST'S MATE R 1 & C," AVAILABLE AS VT 016 423 IN THIS ISSUE. (AG)

VT 016 423
AVIATION MACHINIST'S MATE R 1 AND C. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS-10344-A
PUB DATE - 69 206P.1967 EDITION.

DESCRIPTORS - *MILITARY TRAINING; ARMED FORCES; GOVERNMENT (ADMINISTRATIVE BODY); *MANUALS; *PROMOTION (OCCUPATIONAL); VISUAL AIDS; RESOURCE MATERIALS; OCCUPATIONAL INFORMATION; *AVIATION MECHANICS; VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; *MACHINISTS

ABSTRACT - THIS RATE TRAINING MANUAL IS ONE OF A SERIES OF COURSES PREPARED FOR NAVY AND NAVAL RESERVE PERSONNEL WHO ARE STUDYING FOR ADVANCEMENT TO THE POSITIONS OF AVIATION MACHINIST'S MATE R I AND C. A LIST OF ADDITIONAL READING MATERIALS FOR MEETING JOB QUALIFICATIONS AND OCCUPATIONAL INFORMATION PRECEDE TEN CHAPTERS DESCRIBING ENGINE SYSTEMS AND THEIR MAINTENANCE, AS WELL AS OTHER AIRCRAFT SYSTEMS. A LIST OF FILMS AND AN INDEX IS PROVIDED. A WIDE RANGE OF LINE DIAGRAMS ILLUSTRATES THE TEXT. THIS DOCUMENT IS RELATED TO "AVIATION MACHINIST'S MATE R 3 & 2," AVAILABLE AS VT 016 422 IN THIS ISSUE. (AG)

VT 016 425
STEELWORKER 1 AND C. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS-10654-D
PUB DATE - 71 216P.1971 REVISION.

DESCRIPTORS - INDEXES (LOCATERS); *ADULT VOCATIONAL EDUCATION; *METAL WORKING OCCUPATIONS; STEEL INDUSTRY; *MILITARY TRAINING; *PROMOTION (OCCUPATIONAL); GOVERNMENT (ADMINISTRATIVE BODY); ARMED FORCES; VOCATIONAL DEVELOPMENT; *MANUALS; DIAGRAMS; SKILL DEVELOPMENT
IDENTIFIERS - STEELWORKER; CAREER AWARENESS; EMPLOYMENT SKILLS

ABSTRACT - THIS RATE TRAINING MANUAL IS INTENDED SPECIFICALLY TO PROVIDE NECESSARY INFORMATION FOR MEN IN THE NAVY OR NAVAL RESERVE ON THE OCCUPATIONAL QUALIFICATIONS FOR ADVANCEMENT TO THE POSITIONS OF STEELWORKER FIRST CLASS AND CHIEF STEELWORKER. EXERCISES TO DEVELOP JOB SKILLS AND KNOWLEDGE ARE PROVIDED, AND JOB DUTIES AND RESPONSIBILITIES ARE STRESSED. MANAGEMENT AND PLANNING ABILITIES ARE REQUIRED IN ADDITION TO SUCH BASIC SKILLS AS WELDING AND TESTING METALS. AN INDEX IS INCLUDED, AND LINE DIAGRAMS ILLUSTRATE THE TEXT. THIS DOCUMENT IS RELATED TO "STEELWORKER 3 & 2," AVALIABLE AS VT 013 854 (AIM VOL. 5, NO. 2) (AG)

VT 016 426
CONSTRUCTIONMAN. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS 10630-E
PUB DATE - 71 291P.1971 REVISION.

DESCRIPTORS - VISUAL AIDS; GLOSSARIES; INDEXES (LOCATERS); *MILITARY TRAINING; *MANUALS; *ADULT VOCATIONAL EDUCATION; *PROMOTION (OCCUPATIONAL); ARMED FORCES; GOVERNMENT (ADMINISTRATIVE BODY); VOCATIONAL DEVELOPMENT; *CONSTRUCTION (PROCESS); BUILDING TRADES; MECHANICAL EQUIPMENT
IDENTIFIERS - CAREER AWARENESS; EMPLOYMENT SKILLS

ABSTRACT - THIS RATE TRAINING MANUAL PROVIDES NECESSARY INFORMATION FOR NAVY AND NAVAL RESERVE PERSONNEL WHO ARE STUDYING TO MEET QUALIFICATIONS FOR ADVANCEMENT TO THE POSITION OF CONSTRUCTIONMAN. A HISTORY OF THE "SEABEES" AND THE CIVIL ENGINEER CORPS PRECEDES 10 CHAPTERS COVERING EQUIPMENT, TRANSPORTATION, AND VARIOUS ASPECTS OF CONSTRUCTION, SUCH AS PAINTING AND SITE PREPARATION. A WIDE RANGE OF PHOTOGRAPHS AND LINE DIAGRAMS ILLUSTRATES THE TEXT. A GLOSSARY OF "SEABEE" TERMS AND AN INDEX ARE INCLUDED. (AG)

VT 016 427
AEROGRAPHER'S MATE 3 AND 2. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS-10363-D
PUB DATE - 71 721P.

DESCRIPTORS - *MILITARY TRAINING; PROMOTION (OCCUPATIONAL); DIAGRAMS; OCCUPATIONAL INFORMATION; RESOURCE MATERIALS; ARMED FORCES; GOVERNMENT (ADMINISTRATIVE BODY); *METEOROGRAPHY; *OCEANOLOGY; *ADULT VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; *MANUALS; EQUIPMENT UTILIZATION
IDENTIFIERS - CAREER AWARENESS; EMPLOYMENT SKILLS

ABSTRACT - THIS RATE TRAINING MANUAL IS ONE OF A SERIES PREPARED FOR NAVY AND NAVAL RESERVE PERSONNEL STUDYING FOR ADVANCEMENT TO AEROGRAPHER'S MATE THIRD CLASS AND SECOND CLASS. NECESSARY INFORMATION FOR MEETING JOB QUALIFICATIONS IS PROVIDED, WHICH WILL BE VALUABLE FOR REVIEW AND FOR COMPLETION OF A CORRESPONDENCE COURSE FOR NONRATED PERSONNEL. A DESCRIPTION OF RESOURCE MATERIALS AND OCCUPATIONAL INFORMATION PRECEDES 24 CHAPTERS COVERING VARIOUS ASPECTS OF METEOROLOGY AND OCEANOGRAPHY, INCLUDING EQUIPMENT UTILIZATION. A WIDE RANGE OF WORKING DIAGRAMS ILLUSTRATES THE TEXT. THE APPENDIX INCLUDES A GLOSSARY OF ELECTRONICS TERMS AND TWO TABLES. AN INDEX IS PROVIDED.

(AG)

VT 016 512
INSTRUMENTMAN 3 AND 2. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS-10193-C
PUB DATE - 71 454P.1963 REVISION

DESCRIPTORS - *MILITARY TRAINING; ARMED FORCES; GOVERNMENT (ADMINISTRATIVE BODY); *PROMOTION (OCCUPATIONAL); GLOSSARIES; VISUAL AIDS; *STUDY GUIDES; *INSTRUMENTATION TECHNICIANS; VOCATIONAL EDUCATION; *VOCATIONAL DEVELOPMENT
IDENTIFIERS - CAREER AWARENESS; EMPLOYMENT SKILLS

ABSTRACT - THIS REVISED RATE TRAINING MANUAL, WRITTEN FOR NAVY AND NAVAL RESERVE PERSONNEL WHO ARE STUDYING FOR ADVANCEMENT TO THE POSITIONS OF INSTRUMENTMAN 3 AND 2, WILL HELP PROVIDE PREPARATION FOR ADVANCEMENT EXAMINATIONS. A WIDE VARIETY OF TOPICS, RANGING FROM PRESSURE GAUGES TO CLOCK AND OFFICE MACHINE REPAIRS AND MAINTENANCE, ARE COVERED IN 17 CHAPTERS. A GLOSSARY AND AN INDEX ARE PROVIDED. PHOTOGRAPHS AND WORKING DIAGRAMS ILLUSTRATE THE TEXT. (AG)

VT 016 538
INDUSTRIAL SAFETY EDUCATION FOR SMALL INDUSTRIES.

STOUT STATE UNIV., MENOMONIE, WIS. WISCONSIN STATE BOARD OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION, MADISON
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 05NOV71 148P.

DESCRIPTORS - *CURRICULUM GUIDES; PILOT PROJECTS; CURRICULUM DEVELOPMENT; *ADULT EDUCATION PROGRAMS; COURSE DESCRIPTIONS; *INDUSTRIAL EDUCATION; *INDUSTRIAL PERSONNEL; *SAFETY EDUCATION; ACCIDENT PREVENTION; LEARNING ACTIVITIES; RESOURCE MATERIALS; BEHAVIORAL OBJECTIVES
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - A SERIES OF COLOR KEYED CURRICULUM GUIDES FOR A PILOT INDUSTRIAL SAFETY EDUCATION PROGRAM AIMED AT OWNERS OF SMALL INDUSTRIES PRESENTS TEN INSTRUCTIONAL UNITS FOCUSING ON MANAGEMENT AND SUPERVISORY RESPONSIBILITY FOR ACCIDENT PREVENTION, AN OVERVIEW OF THE OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970, AND CONSIDERATION OF POTENTIAL OCCUPATIONAL HAZARDS. DEVELOPED BY A CURRICULUM PROJECT TEAM WITH THE AID OF LEADERS IN EDUCATION AND INDUSTRY, THE COURSE DESCRIPTIONS INCLUDE CONTENT OUTLINES, LISTS OF RESOURCE MATERIALS, AND STUDENT ACTIVITIES IN A 3-COLUMN CHART FORMAT. COURSE OBJECTIVES AND TERM DEFINITIONS ARE PROVIDED. RECOMMENDATIONS FOR PROGRAM IMPLEMENTATION AND A PROGRAM RATIONALE ARE INCLUDED, AS WELL AS A BRIEF BIBLIOGRAPHY AND RESOURCE MATERIALS. (AG)

VT 016 595
EVERYDAY METRIC UNITS.

LOCAL GOVERNMENT TRAINING BOARD, LONDON (ENGLAND).
DOCUMENT NOT AVAILABLE FROM EDRS.
LOCAL GOVERNMENT TRAINING BOARD, ALEMBIC HOUSE, 93 ALBERT EMBANKMENT, LONDON SE1 7UB (PRICE $1.00)
PUB DATE - 71 46P.

DESCRIPTORS - *TEXTBOOKS; *MANUALS; *GOVERNMENT EMPLOYEES; *PROGRAMED TEXTS; *METRIC SYSTEM
IDENTIFIERS - GREAT BRITAIN

ABSTRACT - THIS BOOKLET IS A SELF-INSTRUCTIONAL TEXT DESIGNED TO AID PROFESSIONAL, ADMINISTRATIVE, AND CLERICAL STAFF EMPLOYED BY THE BRITISH LOCAL GOVERNMENT IN GAINING A BASIC KNOWLEDGE OF METRIC UNITS OF LENGTH, AREA, VOLUME, AND WEIGHT WITHIN THE MILLI-KILO RANGE. ILLUSTRATIONS AND QUESTIONS COMPLIMENTING EACH TOPIC ARE INCLUDED THROUGHOUT. INSTRUCTIONS FOR ADMINISTERING THE TEXT ARE CONTAINED IN AN ACCOMPANYING

MANUAL. (SN)

VT 016 607
GROUP INSTRUCTION FOR WORK EXPERIENCE EDUCATION.

LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS, CALIF.
CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. VOCATIONAL EDUCATION SECTION
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 178P.

DESCRIPTORS - *CAREER EDUCATION; VOCATIONAL DEVELOPMENT; *GROUP INSTRUCTION; *WORK EXPERIENCE PROGRAMS; SECONDARY GRADES; SELF EVALUATION; PROGRAM EVALUATION; RELEVANCE (EDUCATION); INTERPERSONAL RELATIONSHIP; INSTRUCTIONAL INNOVATION; *RESOURCE UNITS; TEACHING PROCEDURES; HUMANITIES; WORKSHEETS; *GOAL ORIENTATION
IDENTIFIERS - SELF AWARENESS; CAREER AWARENESS

ABSTRACT - DESIGNED TO ASSIST SCHOOL DISTRICTS IN PROVIDING INSTRUCTION FOR GROUPS OF 25 TO 30 WORK EXPERIENCE EDUCATION STUDENTS, THIS FEDERALLY FUNDED RESOURCE UNIT CONTAINS FIVE COLOR-KEYED CHAPTERS, EACH WRITTEN BY A DIFFERENT SUPERVISOR IN CAREER EDUCATION, WHICH INCLUDE TEACHING PROCEDURES AND STUDENT WORKSHEETS. EACH CHAPTER COVERS ONE OF FIVE PROGRAM GOALS: (1) RELEVANCY, (2) SELF-ACTUALIZATION, (3) SELF-EVALUATION, (4) INTERPERSONAL RELATIONS, AND (5) APPLICATION. THIS GUIDE IS THREE-HOLE PUNCHED FOR EASY INSERTION INTO A RING BINDER. INNOVATIVE INSTRUCTIONAL TECHNIQUES INCLUDE ROLE PLAYING, GAMES, AND CROSSWORD PUZZLES WITH ANSWER KEYS. VARIOUS STUDENT AND PROGRAM EVALUATION FORMS ARE PROVIDED. (AG)

VT 016 612
SAFETY IN INDUSTRY, INSTRUCTOR OUTLINE--CONSTRUCTION SAFETY, PILE DRIVING AND COFFERDAMS.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
BULL-305
PUB DATE - 67 65P.

DESCRIPTORS - CONSTRUCTION (PROCESS); *CURRICULUM GUIDES; *UNITS OF STUDY (SUBJECT FIELDS); *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; TRAINING TECHNIQUES; CHARTS; *SAFETY EDUCATION; INDUSTRIAL TRAINING; CONSTRUCTION INDUSTRY; SAFETY; *OPERATING ENGINEERING; GOVERNMENT PUBLICATIONS
IDENTIFIERS - PILE DRIVING; COFFERDAMS; SHEET PILING; EDUCATIONAL AWARENESS; ATTITUDES APPRECIATIONS; CAREER AWARENESS

ABSTRACT - THIS BASIC TEACHING OUTLINE FOR A COURSE IN CONSTRUCTION SAFETY, PILE DRIVING, AND COFFERDAMS CONTAINS SUGGESTIONS FOR SAFETY TRAINING TECHNIQUES, 24 CHARTS, DESCRIPTIONS OF SAFETY ENGINEERING PROCEDURES, AND THREE SEPARATE CURRICULUM OUTLINES IN A 2-COLUMN FORMAT COVERING PILE DRIVING, SHEET PILING, AND COFFERDAMS. DEVELOPED IN THE OFFICE OF OCCUPATIONAL SAFETY, THIS CURRICULUM GUIDE INCLUDES THE SCOPE AND PURPOSE OF EACH INSTRUCTIONAL UNIT. (AG)

VT 016 628
HUNT, EDWIN C., JR.
SAFETY TRAINING COURSE FOR CONSTRUCTION SUPERVISORS.

ASSOCIATED GENERAL CONTRACTORS OF AMERICA, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 101P.

DESCRIPTORS - SAFETY; *LESSON PLANS; *SUPERVISORY TRAINING; *SAFETY EDUCATION; INSTRUCTIONAL AIDS; *TEACHING GUIDES; *ACCIDENT PREVENTION

ABSTRACT - THIS GUIDE CONSISTS OF 15 BASIC LESSON PLANS TO BE USED BY THE INSTRUCTOR AS OUTLINES IN TEACHING THE SAFETY TRAINING COURSE FOR CONSTRUCTION SUPERVISORS. BASED LARGELY ON THE ASSOCIATED GENERAL CONTRACTORS (AGC) MANUAL OF

ACCIDENT PREVENTION IN CONSTRUCTION, THESE PLANS HAVE BEEN REVIEWED AND REFINED BY TWO OF THE AGC COMMITTEES, THE SAFETY COMMITTEE, AND THE SAFETY ENGINEERS--AGC, JOINT COOPERATIVE COMMITTEE. EACH LESSON PLAN, IN A 3-COLUMN FORMAT, PROVIDES SPACE IN THE LEFT MARGIN FOR TIME ALLOWANCE NEEDED FOR EACH TOPIC AND IN THE RIGHT MARGIN FOR NOTES CONCERNING RESOURCES WHICH THE INSTRUCTOR CAN FILL IN AS HE USES AND REUSES THE OUTLINE. OBJECTIVES, TEXTS MATERIAL, AND SHORT TESTS ARE INCLUDED IN EACH LESSON PLAN. TWO OPTIONAL LESSONS AS WELL AS AN APPENDIX HAVE BEEN INCLUDEED. CONTAINED IN THE APPENDIX ARE LISTS OF SLIDES, FILMS, MOTION PICTURES, AND OTHER VISUAL AIDS AND MATERIALS WHICH APPLY TO SAFETY. THE PROMOTION OF A GREATER SENSE OF WORTH AND APPRECIATION WITH RESPECT TO SAFETY PREVENTION PERSONNEL IS A MAJOR OBJECTIVE OF THE PROGRAM. (SN)

VT 016 630
MCKAY, CHARLES W.
CURRICULUM FOR ELECTRONIC INSTRUMENTATION.

LEE COLL., BAYTOWN, TEX.
TEXAS EDUCATION AGENCY, AUSTIN. DIV. OF OCCUPATIONAL RESEARCH AND DEVELOPMENT
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 20JUN72 179P.

DESCRIPTORS - *POST SECONDARY EDUCATION; TIME BLOCKS; *PROGRAM GUIDES; CURRICULUM GUIDES; BEHAVIORAL OBJECTIVES; PRODUCER SERVICES; STUDENT TESTING; BIBLIOGRAPHIES; VOCATIONAL DEVELOPMENT; PROGRAM EVALUATION; *TRADE AND INDUSTRIAL EDUCATION; ELECTRONIC EQUIPMENT; *ELECTRONICS; *INSTRUMENTATION TECHNICIANS
IDENTIFIERS - EDUCATIONAL AWARENESS; BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - THIS GUIDE FOR A 2-YEAR PROGRAM AT THE POST-SECONDARY LEVEL WHICH OFFERS AN ASSOCIATE OF APPLIED SCIENCE DEGREE IN ELECTRONIC INSTRUMENTATION CONTAINS 19 COURSE OUTLINES EACH WITH TIME ALLOTMENTS, BEHAVIORAL OBJECTIVES, AND SAMPLE EXAMINATIONS. DEVELOPED BY A COLLEGE CHAIRMAN OF TECHNICAL EDUCATION USING A SYSTEMS APPROACH, THIS DOCUMENT INCLUDES A PROGRAM RATIONALE, A BIBLIOGRAPHY OF PERIODICALS, A TOOL LIST, A PROGRAM EVALUATION SHEET FOR STUDENT FEEDBACK, AND A LIST OF COURSES REQUIRED FOR EACH SEMESTER. (AG)

VT 016 631
OKLAHOMA COOPERATIVE VOCATIONAL EDUCATION. A COURSE OF STUDY. CURRICULUM MATERIAL.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER. CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER.
DOCUMENT NOT AVAILABLE FROM EDRS. THE CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER, STATE DEPT OF VOCATIONAL AND TECHNICAL EDUCATION, 1515 WEST 6TH AVE., STILLWATER, OKLA. 74074
PUB DATE - 72 560P.

DESCRIPTORS - HUMANITIES; *COOPERATIVE EDUCATION; *INSTRUCTIONAL MATERIALS; *STATE CURRICULUM GUIDES; *VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; SECONDARY GRADES; *UNIT PLAN; RESOURCE MATERIALS; VISUAL AIDS; STUDENT TESTING; WORKSHEETS; ANSWER KEYS
IDENTIFIERS - *OKLAHOMA; SELF AWARENESS; ATTITUDES APPRECIATIONS; CAREER AWARENESS; BEHAVIORAL OBJECTIVES; LEARNING ACTIVITIES; TEACHING PROCEDURES

ABSTRACT - THIS CURRICULUM FOR A COOPERATIVE VOCATIONAL EDUCATION PROGRAM AT THE SECONDARY LEVEL INCLUDES SEVEN TOPICS, EACH CONSISTING OF ONE OR MORE COLOR KEYED INSTRUCTIONAL UNITS WITH GENERAL AND SPECIFIC BEHAVIORAL OBJECTIVES, SUGGESTED LEARNING ACTIVITIES AND TEACHING PROCEDURES, INFORMATION SHEETS, VISUAL AIDS, TESTS, AND ANSWER KEYS. DEVELOPED BY A STATE COMMITTEE OF TEACHER-COORDINATORS IN COOPERATIVE

VOCATIONAL EDUCATION, THE TOPICAL UNITS DEAL WITH: (1) ORIENTATION, (2) EMPLOYMENT, (3) PERSONAL DEVELOPMENT, (4) EMPLOYEE RELATIONS, (5) COMMUNICATIONS, (6) FINANCIAL MANAGEMENT, AND (7) INSURANCE. STUDENT WORKSHEETS, RESOURCE LISTS, AND SUGGESTED TIME ALLOTMENTS ARE GIVEN FOR EACH UNIT. (AG)

VT 016 633

SAFETY IN INDUSTRY, INSTRUCTOR OUTLINE. INSTRUCTOR INSTITUTE.

WAGE AND LABOR STANDARDS ADMINISTRATION (DOL), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
BULL-316
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
(L16.3:316,$.60)
PUB DATE - 70 64P.

DESCRIPTORS - *SAFETY; *TEACHING GUIDES; *MANUALS; *INDUSTRIAL PERSONNEL; SAFETY EDUCATION; *CONSULTANTS

ABSTRACT - THIS MANUAL IS ONE IN A SERIES OF EIGHT DESIGNED SPECIFICALLY AS TEACHING GUIDES FOR USE IN A SAFETY COURSE DEVELOPED PRIMARILY FOR INDUSTRIAL PERSONNEL. RECOMMENDED INSTRUCTIONAL PERIODS OF TWO 50-MINUTE PERIODS WITH A 15 MINUTE BREAK BETWEEN ARE SUGGESTED FOR ONCE OR TWICE A WEEK. PARTICIPANTS ATTENDING THE CONFERENCE SESSIONS SHOULD BE AT THE SAME SUPERVISORY OR WORKER LEVEL. ADDITIONAL AIDS AND MATERIALS ARE REQUIRED TO SUPPLEMENT THE BASIC TEXT. INITIATION OF THE CONSULTATIVE APPROACH FOR SAFETY PROMOTION IS THE MAJOR FOCUS OF THIS BOOKLET. SAFETY TRAINING TECHNIQUES AS WELL AS INFORMATION CONCERNING EFFECTIVE WAYS OF UTILIZING THE EXPERTISE OF GUEST INSTRUCTORS ARE GIVEN. OTHER SUBJECT CONTENT INCLUDES: (1) THE CONSULTATIVE APPROACH, (2) QUALIFICATIONS OF CONSULTANT, (3) SELLING SAFETY, (4) SURVEY FOR APPRAISAL, (5) PREPARING RECOMMENDATIONS, (6) THE WRITTEN REPORT AND (7) FOLLOW-UP. (SN)

VT 016 634

SAFETY IN INDUSTRY, INSTRUCTOR OUTLINE. THE CONSULTATIVE APPROACH FOR SAFETY PROMOTION.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
BULL-301
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
(L16.3:301,$.25)
PUB DATE - 67 27P.

DESCRIPTORS - *SAFETY; *TEACHING GUIDES; *MANUALS; *INDUSTRIAL PERSONNEL; *TEACHING TECHNIQUES; SAFETY EDUCATION; INSTRUCTIONAL AIDS; TEACHING METHODS; TEACHING TECHNIQUES

ABSTRACT - THIS INSTRUCTOR OUTLINE, ONE IN A SERIES OF EIGHT IS DESIGNED SPECIFICALLY AS A TEACHING GUIDE FOR A SAFETY COURSE FOR INDUSTRIAL PERSONNEL. ADDITIONAL AIDS AND MATERIALS SHOULD BE USED AS SUPPLEMENTS TO COMPLETE THE COURSE CONTENT AND APPLY THE INFORMATION TO THE LOCALITY, EXISTING CONDITIONS, AND GROUP IN ATTENDANCE AT THE SESSIONS. AN INTRODUCTION DIRECTED TO THE TEACHER PROVIDES A RATIONALE FOR SAFETY EDUCATION, PHILOSOPHIES INVOLVED, AND RESULTS EXPECTED FROM SAFETY TRAINING. TOPICAL AREAS THAT ARE COVERED INCLUDE: (1) SAFETY TRAINING PRINCIPLES, (2) WHY SAFETY IS NEEDED, (3) FACTORS OF TRAINING NEEDS, (4) HUMAN MECHANICS OF LEARNING, (5) TYPES OF TRAINING, (6) INSTRUCTIONAL SETTING, (7) TRAINING TECHNIQUES, (8) EDUCATIONAL PRINCIPLES, (9) DEVELOPING TRAINING MATERIALS, (10) STEPS IN DEVELOPING AN OUTLINE, (11) METHODS OF PRESENTATION, (12) LEARNING NEW IDEAS--ABILITIES--SKILLS, (13) GOOD TRAINING AID, (14) MECHANICAL AIDS TO INSTRUCTION, (15) EVALUATING TRAINING, (16) A GOOD INSTRUCTOR, (17) POWER OF A QUESTION, (18) PRACTICE MAKES PERFECT, AND (19) INSTRUCTOR EVALUATION GUIDE. (SN)

VT 016 654
SAFETY IN INDUSTRY INSTRUCTOR OUTLINE. SAFE WORKING SURFACES.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
BULL-292
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (CATALOG #L16.3:292, $.35)
PUB DATE - 67 40P.

DESCRIPTORS - CHARTS; PROGRAM PLANNING; *SAFETY EDUCATION; *SAFETY; *ACCIDENT PREVENTION; PHYSICAL DESIGN NEEDS; *INDUSTRIAL TRAINING; ADULT VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; *VERTICAL WORK SURFACES

ABSTRACT - THIS BASIC INSTRUCTIONAL OUTLINE ON SAFE WORKING SURFACES IS ONE OF A SERIES OF EIGHT DEVELOPED BY THE STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION OF THE BUREAU OF LABOR STANDARDS COVERING SAFETY IN INDUSTRY. ADDITIONAL RESOURCE MATERIALS SHOULD SUPPLEMENT THIS BASIC GUIDE. AN ENTIRE SAFETY TRAINING COURSE, BASED ON THE EIGHT OUTLINES, CAN BE PRESENTED BY MEANS OF CONFERENCES. SUGGESTIONS FOR PLANNING THE CONFERENCES PRECEDE A DSICUSSION OF PREVENTING FALLS AND OTHER INJURIES FROM SCAFFOLDS, LADDERS, AND OTHER ELEVATIONS. A WIDE RANGE OF CHARTS ILLUSTRATES THE TEXT. (SG)

VT 016 658
COMMUNICATIONS: INDUSTRIAL EDUCATION CURRICULUM GUIDE. INSTRUCTIONAL MATERIALS FOR USE WITH DISADVANTAGED STUDENTS IN VOCATIONAL EDUCATION.

OMAHA PUBLIC SCHOOLS, NEBR. DEPT. OF VOCATIONAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - AUG71 166P.

DESCRIPTORS - *DISADVANTAGED YOUTH; *VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; SECONDARY GRADES; BEHAVIORAL OBJECTIVES; WORKSHEETS; RESOURCE MATERIALS; EVALUATION TECHNIQUES; *COMMUNICATIONS; *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TEACHING PROCEDURES; LEARNING ACTIVITIES; GRAPHIC ARTS; PHOTOGRAPHY; ENGINEERING DRAWING
IDENTIFIERS - EDUCATIONAL AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS COLOR-KEYED MODEL CURRICULUM GUIDE FOR A 1-SEMESTER COURSE IN COMMUNICATIONS AT THE SECONDARY LEVEL CONTAINS FOUR TABBED UNITS OF INSTRUCTION: (1) BEGINNING MECHANICAL DRAWING, (2) BEGINNING PHOTOGRAPHY, (3) BEGINNING GRAPHIC ARTS, AND (4) APPENDED RESOURCE MATERIALS. INTENDED FOR DISADVANTAGED STUDENTS IN VOCATIONAL EDUCATION, THESE INSTRUCTIONAL MATERIALS INCLUDE FOR EACH TOPIC, BEHAVIORAL OBJECTIVES, TEACHING PROCEDURES, LEARNING ACTIVITIES, AND TIME ALLOTMENTS. RESOURCE LISTS, SUPPLIES AND EQUIPMENT LISTS, STUDENT WORKSHEETS, AND EVALUATION ITEMS ARE PROVIDED. THIS DOCUMENT, DEVELOPED BY VOCATIONAL TEACHERS AND SUPERVISORS AT THE HIGH SCHOOL LEVEL, IS 3-HOLE PUNCHED FOR EASE IN ADDITION AND INSERTION OF SHEETS. (AG)

VT 016 677
METALS AND MECHANICAL CLUSTERS.

LEBANON UNION HIGH SCHOOL, OREG.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUN70 56P.

DESCRIPTORS - *CURRICULUM GUIDES; SECONDARY GRADES; *EDUCATIONAL OBJECTIVES; *COURSE CONTENT; *LEARNING ACTIVITIES; *METAL WORKING OCCUPATIONS; TEACHING GUIDES
IDENTIFIERS - CAREER AWARENESS; EMPLOYMENT SKILLS

ABSTRACT - THIS CURRICULUM GUIDE ON METALS AND MECHANICAL CLUSTERS INCLUDES AN 18-WEEK COURSE OUTLINE FOR WELDING, AND INFORMATION PLUS

REQUIREMENTS ABOUT AN 18-WEEK MACHINE SHOP COURSE AND AN 18-WEEK POWER SHOP COURSE. THE COURSE OUTLINE CONTAINS AN EXTENSIVE DESCRIPTION OF CONTENT, MATERIAL, INSTRUCTIONAL OBJECTIVES, CLASSROOM ACTIVITIES, AND LABORATORY ACTIVITIES PRESENTED IN A 3-COLUMN FORMAT FOR THE INSTRUCTOR'S USE IN THE CLASSROOM. (DL)

VT 016 690
COWAN, SAMUEL S., SR.
MODULAR INSTRUCTION IN AUTOMOBILE BODY REPAIR VOCATIONAL TRAINING.

FEDERAL REFORMATORY, PETERSBURG, VA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL70 171P.

DESCRIPTORS - *ADULT VOCATIONAL EDUCATION; JOB TRAINING; *CORRECTIONAL EDUCATION; *VOCATIONAL REHABILITATION; *AUTO MECHANICS; TRADE AND INDUSTRIAL EDUCATION; *SCHEDULE MODULES; PROJECT TRAINING METHODS; VOCATIONAL DEVELOPMENT; GOAL ORIENTATION; EDUCATIONAL OBJECTIVES; RESOURCE MATERIALS; MANUFACTURING; MANUALS
IDENTIFIERS - *AUTOMOBILE BODY REPAIR; EMPLOYMENT SKILLS

ABSTRACT - DEVELOPED BY A VOCATIONAL INSTRUCTOR FOR THE VOCATIONAL TRAINING OF INMATES AT A FEDERAL REFORMATORY, THIS SEQUENCE OF 22 MODULES FOR AUTOMOBILE BODY REPAIR INSTRUCTION CONTAINS A TOTAL OF 53 PERFORMANCE GOALS, EACH WITH GENERAL AND SPECIFIC OBJECTIVES, PERFORMANCE CRITERIA, TIME ALLOTMENTS, AND RESOURCE LISTS. A TRAINING PROGRESS REPORT AND OTHER PROGRAM FORMS ARE APPENDED. PRELIMINARY INSTRUCTIONS NOTE THAT THE FOLLOWING FIVE RELATED AREAS OF STUDY ARE UTILIZED WITH THIS MANUAL: (1) RELATED INFORMATION CLASSES, (2) PROGRAMED INSTRUCTION CLASSES, (3) RESOURCE MATERIALS CENTER, (4) TRADE THEORY, WHICH OFFERS SHOP INSTRUCTION, AND (5) SPECIAL AND REMEDIAL EDUCATION CLASSES. (AG)

VT 016 691
SHROCK, CHARLES E.
MODULAR INSTRUCTION WELDING--VOCATIONAL TRAINING.

FEDERAL REFORMATORY, PETERSBURG, VA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN71 209P.

DESCRIPTORS - JOB TRAINING; *ADULT VOCATIONAL EDUCATION; SKILL DEVELOPMENT; SEQUENTIAL APPROACH; BEHAVIORAL OBJECTIVES; PROJECT TRAINING METHODS; STUDENT EVALUATION; *SCHEDULE MODULES; TEACHING PROCEDURES; MANUFACTURING; VOCATIONAL DEVELOPMENT; *TRADE AND INDUSTRIAL EDUCATION; *PRISONERS; SHOP CURRICULUM; *WELDING
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - THIS VOCATIONAL TRAINING PROGRAM FOR DEVELOPING WELDING SKILLS IS INTENDED FOR INMATES IN A FEDERAL REFORMATORY. DEVELOPED BY AN INSTRUCTOR OF VOCATIONAL EDUCATION, THE SPIRAL-BOUND INSTRUCTIONAL GUIDE CONTAINS SIX MODULAR UNITS OF 63 SEQUENTIAL PERFORMANCE OBJECTIVES. THE USE OF AUDIOVISUAL AIDS, MODULAR INSTRUCTION, AND RELATED STUDY MATERIALS ALLOWS FOR INTENSIFIED, INDIVIDUALIZED, AND FLEXIBLE SKILL TRAINING. SUPPLEMENTARY INSTRUCTION INCLUDES CLASSES IN: (1) RELATED INFORMATION, (2) PROGRAMED INSTRUCTION, (3) RESOURCE MATERIALS CENTER (VISUAL AIDS), AND (4) TRADE THEORY, WHICH IS TAUGHT BY THE SHOP INSTRUCTOR. THE INSTRUCTOR RECORDS EACH STUDENT'S PROGRESS ON INDIVIDUAL TRAINING PROGRESS RECORDS, WHICH ARE INCLUDED IN THE APPENDIXES. TEACHING PROCEDURES, SPECIFIC BEHAVIORAL OBJECTIVES, SUGGESTED TIME ALLOTMENTS AND PERFORMANCE CRITERIA ARE GIVEN SEPARATELY FOR EACH STATEMENT OF A PERFORMANCE OBJECTIVE. (AG)

VT 016 692
GENTRY, WILLIAM L.
MODULAR INSTRUCTION--MACHINE SHOP VOCATIONAL TRAINING.

FEDERAL REFORMATORY, PETERSBURG, VA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - MAY72 214P.

DESCRIPTORS - JOB TRAINING; *ADULT VOCATIONAL EDUCATION; SKILL DEVELOPMENT; SEQUENTIAL APPROACH; BEHAVIORAL OBJECTIVES; PROJECT TRAINING METHODS; STUDENT EVALUATION; *SCHEDULE MODULES; TEACHING PROCEDURES; MANUFACTURING; VOCATIONAL DEVELOPMENT; *TRADE AND INDUSTRIAL EDUCATION; METAL WORKING OCCUPATIONS; *SHOP CURRICULUM; *PRISONERS
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS; *MACHINE SHOP

ABSTRACT - THIS VOCATIONAL TRAINING PROGRAM FOR DEVELOPING MACHINE SHOP SKILLS IS INTENDED FOR INMATES IN A FEDERAL REFORMATORY. DEVELOPED BY AN INSTRUCTOR OF VOCATIONAL EDUCATION, THE SPIRAL-BOUND INSTRUCTIONAL GUIDE CONTAINS 28 MODULAR UNITS OF 84 SEQUENTIAL PERFORMANCE OBJECTIVES. THE USE MADE OF AUDIOVISUAL AIDS, MODULAR INSTRUCTION, AND RELATED STUDY MATERIALS ALLOWS FOR INTENSIFIED, INDIVIDUALIZED, AND FLEXIBLE SKILL TRAINING. SUPPLEMENTARY INSTRUCTION INCLUDES CLASSES IN: (1) RELATED INFORMATION, (2) PROGRAMED INSTRUCTION, (3) RESOURCE MATERIALS CENTER (VISUAL AIDS), AND (4) TRADE THEORY, WHICH IS TAUGHT BY THE SHOP INSTRUCTOR. ADVANCED STUDENTS MAY GUIDE AND AID THOSE WHO HAVE NOT YET COMPLETED THEIR PERFORMANCE OBJECTIVES. THE INSTRUCTOR RECORDS EACH STUDENT'S PROGRESS ON INDIVIDUAL TRAINING PROGRESS RECORDS, WHICH ARE INCLUDED IN THE APPENDIXES. TEACHING PROCEDURES, SPECIFIC BEHAVIORAL OBJECTIVES, SUGGESTED TIME ALLOTMENTS AND PERFORMANCE CRITERIA ARE GIVEN SEPARATELY FOR EACH STATEMENT OF A PERFORMANCE OBJECTIVE. (AG)

VT 016 707
ESTIMATING BRICK COURSES.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA. MATERIALS DEVELOPMENT UNIT.
MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
TRADE AND INDUSTRIAL EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($.50)
PUB DATE - 66 21P.

DESCRIPTORS - *STUDY GUIDES; VOCATIONAL EDUCATION; *BUILDING TRADES; *BRICKLAYING; *COURSE CONTENT; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - EMPLOYMENT SKILLS; BEGINNING COMPETENCE

ABSTRACT - THE PURPOSE OF THIS SELF-STUDY GUIDE IS TO TEACH STUDENTS HOW TO ESTIMATE THE NUMBER OF BRICKS AND THE MORTAR IN A GIVEN AREA OF BRICK CONSTRUCTION. SIMPLE ARITHMETIC IS USED TO TEACH STUDENTS HOW TO CALCULATE THE HEIGHT OF A BRICK, A MORTAR JOINT, A BRICK WALL, AND THE NUMBER OF COURSES IN A WALL. THE STUDY GUIDE ALSO CONTAINS AN ANSWER BOOK FOR QUESTIONS ASKED IN THE SELF-TEACHING UNIT. (DL)

VT 016 746
A LAYMAN'S GUIDE TO BASIC LAW UNDER THE NATIONAL LABOR RELATIONS ACT.

NATIONAL LABOR RELATIONS BOARD, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (S/N 3100-0095, $.35)
PUB DATE - 71 70P. 1971 REVISION

DESCRIPTORS - *PAMPHLETS; GOVERNMENT (ADMINISTRATIVE BODY); LAYMEN; *LABOR LAWS; *FEDERAL LAWS; *INDUSTRIAL RELATIONS; EMPLOYER EMPLOYEE RELATIONSHIP; *ADULT BASIC EDUCATION; COLLECTIVE BARGAINING; RESOURCE MATERIALS; LABOR STANDARDS
IDENTIFIERS - EDUCATIONAL AWARENESS; LABOR FORCE PARTICIPATION; *NATIONAL LABOR RELATIONS ACT

ABSTRACT - PREPARED IN THE OFFICE OF THE GENERAL COUNSEL, NATIONAL

LABOR RELATIONS BOARD. THIS IS A REVISED EDITION OF A PAMPHLET ORIGINALLY ISSUED IN 1962. PROVIDING A BASIC FRAMEWORK FOR A BETTER UNDERSTANDING OF THE NATIONAL LABOR RELATIONS ACT AND ITS ADMINISTRATION FOR THE LAYMAN, THIS BOOKLET SETS FORTH THE RIGHTS OF EMPLOYEES, THE OBLIGATIONS OF COLLECTIVE BARGAINING AND REPRESENTATION OF EMPLOYEES, UNFAIR LABOR PRACTICES OF EMPLOYERS AND LABOR ORGANIZATIONS, AND THE AUTHORITY FOR ENFORCING THE ACT BY THE NATIONAL LABOR RELATIONS BOARD. A SPECIAL CHART IS INCLUDED THAT ARRANGES SYSTEMATICALLY THE TYPES OF CASES IN WHICH AN EMPLOYER OR A LABOR ORGANIZATION MAY BE INVOLVED UNDER THE ACT. A REGIONAL DIRECTORY WITH A MAP IS PROVIDED FOR THE NATIONAL LABOR RELATIONS BOARD. AN OUTLINE OF MAJOR POINTS IN BOLDFACE TYPE ACCOMPANIES THE READING MATERIALS. (AG)

VT 016 748
JOBS IN THE FORGING INDUSTRY.

WISCONSIN STATE EMPLOYMENT SERVICE, MADISON. OCCUPATIONAL ANALYSIS FIELD CENTER.; WISCONSIN STATE DEPT. OF INDUSTRY, LABOR AND HUMAN RELATIONS, MADISON.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 48P.

DESCRIPTORS - *CAREER EDUCATION; *INDUSTRIAL EDUCATION; *OCCUPATIONAL INFORMATION; *RESOURCE MATERIALS
IDENTIFIERS - *FORGING INDUSTRY; CAREER AWARENESS

ABSTRACT - THIS BOOKLET, DEVELOPED THROUGH THE OCCUPATIONAL ANALYSIS FIELD CENTER OF THE WISCONSIN STATE EMPLOYMENT SERVICE, CONTAINS GENERAL INFORMATION ABOUT THE FORGING INDUSTRY. CONTENTS OF THE BOOKLET ARE INCLUDED UNDER THE FOLLOWING CHAPTER HEADINGS: (1) HISTORY OF FORGING, (2) IMPRESSION DIE FORGING, (3) FORGING PRODUCTION AND FACILITIES, (4) OTHER TYPES OF FORGING, (5) THE FUTURE OF FORGING, AND (6) A JOB INDEX. (DL)

VT 016 770 ED 067 509
COTRELL, CALVIN J., AND OTHERS
MODEL CURRICULA FOR VOCATIONAL AND TECHNICAL TEACHER EDUCATION: REPORT NO. IV. A FOUNDATION FOR PERFORMANCE-BASED INSTRUCTION. FINAL REPORT.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.
NATIONAL CENTER FOR EDUCATIONAL RESEARCH AND DEVELOPMENT (DHEW/OE), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$3.29.
OEG-3-7-000158-2037 08
R&D-SER-74 BR-7-0158
PUB DATE - AUG72 72P.

DESCRIPTORS - *TEACHER EDUCATION CURRICULUM; *CURRICULUM DEVELOPMENT; *CORE CURRICULUM; TASK ANALYSIS; CLUSTER GROUPING; *PERFORMANCE CRITERIA; LABORATORY TRAINING; *VOCATIONAL EDUCATION TEACHERS; INSTRUCTOR COORDINATORS; PRESERVICE EDUCATION; INSERVICE TEACHER EDUCATION; COOPERATING TEACHERS; EDUCATIONAL OBJECTIVES

ABSTRACT - THIS REPORT DESCRIBES 390 PERFORMANCE REQUIREMENTS TO BE USED AS GUIDELINES IN THE DEVELOPMENT OF PERFORMANCE-BASED CORE CURRICULUMS FOR IN-SCHOOL LABORATORY TEACHERS AND COOPERATIVE SECONDARY PROGRAM TEACHER-COORDINATORS IN VOCATIONAL AND TECHNICAL EDUCATION. THESE PERFORMANCE REQUIREMENTS, SYNTHESIZED FROM THE PERFORMANCE ELEMENT DATA IDENTIFIED AND EVALUATED IN THE FIRST TWO PHASES OF THE PROJECT, ARE GROUPED INTO 50 CLUSTERS IN 10 CATEGORIES. SAMPLE PERFORMANCE-BASED EDUCATIONAL OBJECTIVES ARE PROVIDED AS GUIDES FOR VOCATIONAL TEACHER EDUCATORS TO DEVELOP SPECIFIC PERFORMANCE OBJECTIVES TO FIT A PARTICULAR SITUATION. THESE OBJECTIVES ARE SIMILAR TO BEHAVIORAL OBJECTIVES BUT WRITTEN ON THE GENERAL LEVEL. EACH IS BASED ON ONE PERFORMANCE ELEMENT AND DESCRIBES THE ACTIVITY TO BE PERFORMED BY THE TEACHER. INCLUDED IN THIS REPORT IS A BRIEF SUMMARY OF THE 4TH NATIONAL TEACHER

EDUCATION SEMINAR, REFLECTING REACTIONS OF THE PARTICIPANTS TO THE PERFORMANCE REQUIREMENTS FOR TEACHERS AND THEIR IMPLICATIONS. RELATED DOCUMENTS ARE AVAILABLE AS ED 059 354 AND ED 059 355 (VT 014 118 AND VT 014 258, RESPECTIVELY, BOTH IN ARM VOL. 5, NO. 3), AND ED 063 455 (VT 014 728, ARM VOL. 5, NO. 4). (MF)

VT 016 781
HANDBOOK FOR ANALYZING JOBS.

MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (2900-0131, $2.50)
PUB DATE - 72 339P.

DESCRIPTORS - *TASK ANALYSIS; SCREENING TESTS; *JOB ANALYSIS; MANPOWER NEEDS; MANPOWER DEVELOPMENT; *GOVERNMENT PUBLICATIONS; RESOURCE MATERIALS; VOCATIONAL DEVELOPMENT; *EMPLOYMENT QUALIFICATIONS; *OCCUPATIONAL INFORMATION; GOVERNMENT (ADMINISTRATIVE BODY); MANPOWER UTILIZATION; EDUCATIONAL DEVELOPMENT; ADULT VOCATIONAL EDUCATION; INNOVATION
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - IN THIS HANDBOOK, A NEW APPROACH AND A STRUCTURED PROCEDURE FOR OBTAINING AND RECORDING JOB ANALYSIS DATA ARE PRESENTED SO THAT CURRENT, COMPREHENSIVE INFORMATION ABOUT JOB REQUIREMENTS CAN BE COLLECTED TO HELP DEVELOP PRESENT AND FUTURE MANPOWER PROGRAMS. SUPERSEDING THE "TRAINING AND REFERENCE MANUAL FOR JOB ANALYSIS," THIS GOVERNMENT PUBLICATION WAS DEVELOPED BY EIGHT OF THE OCCUPATIONAL ANALYSIS FIELD CENTERS IN STATE EMPLOYMENT AGENCIES. THIS UPDATED METHODOLOGY WAS PILOT TESTED BY SELECTED OCCUPATIONAL ANALYSTS. THE EIGHT TOPICAL CHAPTERS COVER: (1) A DEFINITION OF JOB ANALYSIS AND ITS USES, (2) CONCEPTS AND PRINCIPLES IN JOB ANALYSIS, (3) PROCEDURES FOR CONDUCTING A JOB ANALYSIS STUDY IN AN ESTABLISHMENT, (4) THE STAFFING SCHEDULE, (5) THE JOB ANALYSIS SCHEDULE, (6) ORGANIZATION AND PROCESS FLOW CHARTS, (7) THE NARRATIVE REPORT, AND (8) VERIFICATION OF JOB ANALYSIS. THE APPENDIXES CONTAIN: (1) A DETAILED BREAKDOWN OF THE WORK PERFORMED INTO WORKER FUNCTIONS, WORK FIELDS, SENTENCE ANALYSIS, AND MATERIALS PRODUCTS, SUBJECT MASTER, AND SERVICES, (2) EXTENSIVE DESCRIPTIONS OF WORKER TRAITS AND EMPLOYMENT REQUIREMENTS, INCLUDING A DESCRIPTION OF THE GENERAL EDUCATIONAL DEVELOPMENT SCALE, AND (3) A BRIEF LIST OF AGENCY IDENTIFICATION NUMBERS FOR EACH STATE. (AG)

VT 016 806
COURSE OUTLINE FOR INDUSTRIAL ELECTRICITY.

TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION, NASHVILLE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - OCT71 17P.

DESCRIPTORS - SECONDARY GRADES; *VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; TIME BLOCKS; BEHAVIORAL OBJECTIVES; RESOURCE MATERIALS; MANUFACTURING; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; *INDUSTRIAL TECHNOLOGY; INDUSTRIAL ARTS; *COURSE DESCRIPTIONS
IDENTIFIERS - EDUCATIONAL AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS SUGGESTED OUTLINE FOR A 2-YEAR, 1080-HOUR COURSE IN INDUSTRIAL ELECTRICITY AT THE HIGH SCHOOL LEVEL, MEETING THREE HOURS PER DAY, FIVE DAYS PER WEEK, ALLOTS 30 TO 40 PERCENT OF THE TIME TO MATHEMATICS, THEORY, AND RELATED SUBJECTS, AND THE REMAINDER TO PRACTICAL APPLICATION. DESIGNED FOR TWO GROUPS OF STUDENTS PER DAY, THE INSTRUCTIONAL MATERIALS INCLUDE THREE BEHAVIORAL OBJECTIVES, A BRIEF OUTLINE OF 16 BLOCKS OF INSTRUCTION, AND A SHORT COURSE DESCRIPTION. A LIST OF RESOURCE MATERIALS AND A BIBLIOGRAPHY ARE

INCLUDED. (AG)

VT 016 836
BERG, L.D. THOMAS
YOUR FUTURE IN WELDING. ARCO-ROSEN CAREER GUIDANCE SERIES.

DOCUMENT NOT AVAILABLE FROM EDRS.
7230-08281
ARCO PUBLISHING COMPANY, INC., 219 PARK AVENUE SOUTH, NEW YORK, N.Y. 10003
PUB DATE - 71 160P. PMM
COLLECTION; REVISION

DESCRIPTORS - CAREER EDUCATION; *SUPPLEMENTARY TEXTBOOKS; SECONDARY GRADES; *SUPPLEMENTARY TEXTBOOKS; *OCCUPATIONAL INFORMATION; OCCUPATIONAL GUIDANCE; CAREER OPPORTUNITIES; CAREER PLANNING; EMPLOYMENT OPPORTUNITIES; *METAL WORKING OCCUPATIONS; SKILLED OCCUPATIONS; *WELDING; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - EDUCATIONAL AWARENESS; *CAREER AWARENESS

ABSTRACT - THIS SUPPLEMENTARY TEXTBOOK OFFERS STUDENTS GRADES 9-12 PROFESSIONAL GUIDANCE FOR PLANNING A FUTURE CAREER IN WELDING. IT OFFERS CAREER INFORMATION AND GUIDANCE WITH EMPHASIS PLACED ON EDUCATIONAL AND CAREER AWARENESS. AMONG THE POINTS INCLUDED IN THIS BOOK THAT WILL HELP A STUDENT MAKE A DECISION ARE: WHAT KIND OF PERSON DOES THIS CAREER REQUIRE? WHAT EDUCATIONAL BACKGROUND IS HELPFUL? WILL YOU AS AN INDIVIDUAL LIKE THIS CAREER? (AR)

VT 016 858
DALY, DONALD F.
YOUR FUTURE IN AIR CONDITIONING AND REFRIGERATION, ARCO-ROSEN CAREER GUIDANCE SERIES.

DOCUMENT NOT AVAILABLE FROM EDRS.
7230-08244
ARCO PUBLISHING COMPANY, INC., 219 PARK AVENUE SOUTH, NEW YORK, N.Y. 10003
PUB DATE - 71 140P.PMM
COLLECTION; REVISED EDITION

DESCRIPTORS - CAREER EDUCATION; *OCCUPATIONAL INFORMATION; ENGINEERING TECHNICIANS; SECONDARY GRADES; *SUPPLEMENTARY READING MATERIALS; OCCUPATIONAL GUIDANCE; *REFRIGERATION MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; *AIR CONDITIONING; TECHNICAL EDUCATION; *MANUFACTURING
IDENTIFIERS - EDUCATIONAL AWARENESS; *CAREER AWARENESS

ABSTRACT - THIS BOOK, PART OF THE ARCO-ROSEN CAREER GUIDANCE SERIES FOR GRADES 9-12, DISCUSSES CAREERS IN AIR CONDITIONING AND REFRIGERATION. MATERIALS INCLUDED ARE LISTS OF PUBLIC AND PRIVATE TRADE-TECHNICAL SCHOOLS, TRADE JOURNALS AND TRADE ASSOCIATIONS, AN EARLY HISTORY OF THE INDUSTRY, HOW TO GET A JOB, INFORMATION ON BASIC EDUCATIONAL REQUIREMENTS AND THE FINANCING OF A TECHNICAL EDUCATION. JOBS IN COLD STORAGE, INSTITUTIONAL, MARINE AND TRANSPORTATION REFRIGERATION, AS WELL AS AUTOMOTIVE AIR CONDITIONING ARE DISCUSSED. (JF)

VT 016 867
KEEFE, JOHN E.
YOUR FUTURE AS AN ELECTRONIC TECHNICIAN. ARCO-ROSEN CAREER GUIDANCE SERIES.

DOCUMENT NOT AVAILABLE FROM EDRS.
7230-08254
ARCO PUBLISHING COMPANY, INC., 219 PARK AVENUE SOUTH, NEW YORK, N.Y. 10003
PUB DATE - 71 160P.PMM
COLLECTION; REVISED EDITION

DESCRIPTORS - CAREER EDUCATION; *SUPPLEMENTARY TEXTBOOKS; SECONDARY GRADES; RESOURCE GUIDES; *OCCUPATIONAL INFORMATION; CAREER PLANNING; CAREER OPPORTUNITIES; GUIDANCE; *ELECTRONIC TECHNICIANS; SCIENCE EDUCATION; *TECHNICAL EDUCATION; BIBLIOGRAPHIES; TECHNICAL OCCUPATIONS
IDENTIFIERS - *EDUCATIONAL AWARENESS; CAREER AWARENESS

ABSTRACT - THIS SUPPLEMENTARY TEXTBOOK PRESENTS STUDENTS IN

GRADES 9 THROUGH 12, PROFESSIONAL GUIDANCE FOR A FUTURE CAREER AS AN ELECTRONIC TECHNICIAN. IT OFFERS CAREER INFORMATION AND GUIDANCE WITH EMPHASIS PLACED ON EDUCATIONAL AND CAREER AWARENESS. QUALIFICATIONS, EMPLOYMENT OPPORTUNITIES, SCHOOLS AND PAY SCALES AND EMPLOYEE BENEFITS ARE EXAMINED AND DISCUSSED. AMONG THE POINTS INCLUDED IN THIS BOOK THAT WILL HELP A STUDENT MAKE DECISIONS CONCERNING HIS FUTURE ARE: WHAT KIND OF PERSON IS BEST ADAPTED FOR THIS CAREER? WHAT EDUCATIONAL BACKGROUND IS HELPFUL? WILL YOU AS AN INDIVIDUAL LIKE THIS CAREER? (AR)

VT 016 871
TAYLOR, DAWSON; BRADLEY, JAMES
YOUR FUTURE IN AUTOMOTIVE SERVICE.
ARCO-ROSEN CAREER GUIDANCE SERIES.

DOCUMENT NOT AVAILABLE FROM EDRS.
7230-08245
ARCO PUBLISHING COMPANY, INC., 219
PARK AVENUE SOUTH, NEW YORK, N.Y.
10003
PUB DATE - 71 138P.PMM
COLLECTION; REVISED EDITION

DESCRIPTORS - CAREER EDUCATION; GUIDANCE; RESOURCE GUIDES; *SUPPLEMENTARY TEXTBOOKS; AUTO MECHANICS; OCCUPATIONAL GUIDANCE; BIBLIOGRAPHIES; *TECHNICAL EDUCATION; *AUTO MECHANICS (OCCUPATION); MANUFACTURING; *OCCUPATIONAL INFORMATION
IDENTIFIERS - EDUCATIONAL AWARENESS; *CAREER AWARENESS

ABSTRACT - THIS BOOK, PART OF THE ARCO-ROSEN CAREER GUIDANCE SERIES, FOR GRADE 9-12, DISCUSSES CAREERS IN AUTOMOTIVE SERVICE. AFTER DISCUSSING TRAINING, 17 SPECIALTIES ARE COVERED INCLUDING DIAGNOSTICIAN, MECHANICAL SPECIALISTS, BODY WORK SPECIALISTS, ACCESSORIES SPECIALISTS, TRUCK AND BUS TECHNICIANS, ANTIQUE AND CLASSIC CARS, AND WARRANTD. (JE)

VT 016 873
GELB, LAWRENCE M.
YOUR FUTURE IN BEAUTY CULTURE.
ARCO-ROSEN CAREER GUIDANCE SERIES.

DOCUMENT NOT AVAILABLE FROM EDRS.
7230-08249
ARCO PUBLISHING COMPANY, INC., 219
PARK AVENUE SOUTH, NEW YORK, N.Y.
10003
PUB DATE - 70 190P.PMM
COLLECTION

DESCRIPTORS - *TECHNICAL EDUCATION; CAREER EDUCATION; *OCCUPATIONAL INFORMATION; *SUPPLEMENTARY READING MATERIALS; OCCUPATIONAL GUIDANCE; DIRECTORIES; *COSMETOLOGISTS; RESOURCE GUIDES; *COSMETOLOGY; HUMAN SERVICES; CAREER EDUCATION; SECONDARY GRADES
IDENTIFIERS - *EDUCATIONAL AWARENESS; CAREER AWARENESS

ABSTRACT - WRITTEN BY THE FOUNDER AND CHAIRMAN OF THE BOARD OF CLAIROL, THIS GUIDANCE MANUAL DISCUSSES BEAUTY CULTURE AND THE POTENTIAL OCCUPATIONAL REQUIREMENTS THAT THE SECONDARY GRADE STUDENT WANTING INFORMATION WOULD NEED TO KNOW. PROFESSIONAL SKILLS, THE ROLE OF THE EMPLOYEE, THE ROLE OF THE SALON OWNER, AND JOB OPPORTUNITIES ARE TOPICS COVERED. AN APPENDIX FEATURES A DIRECTORY OF STATE BOARDS OF COSMETOLOGY, A CHART OF JOBS IN THE COSMETIC INDUSTRY A LIST OF ORGANIZATIONS REPRESENTING THE FIVE SEGMENTS OF THE BEAUTY INDUSTRY, AS WELL AS FINANCIAL AID AND LICENSING INFORMATION. THE BOOK IS SUITABLE FOR SELF-INSTRUCTION OR GUIDANCE DISCUSSION. (DH)

VT 016 947 ED 068 650
METRICATION AT WORK. TRAINING MANUAL.

LOCAL GOVERNMENT TRAINING BOARD, LONDON (ENGLAND).
DOCUMENT NOT AVAILABLE FROM EDRS.
LOCAL GOVERNMENT TRAINING BOARD,
ALEMBIC HOUSE, 93 ALBERT
EMBANKMENT, LONDON SEL 7UB
PUB DATE - 71 42P.

DESCRIPTORS - *MANUALS; *TRAINING TECHNIQUES; *METRIC SYSTEM; MEASUREMENT; STAFF ORIENTATION; ON THE JOB TRAINING

IDENTIFIERS - *ENGLAND

ABSTRACT - ENGLAND IS IN THE PROCESS OF CHANGING TO THE METRIC SYSTEM OF MEASUREMENT. THIS MANUAL WAS PREPARED TO HELP IN THE METRICATION TRAINING OF PERSONS WHO ARE DIRECTLY INVOLVED IN MANIPULATIONS OF METRIC UNITS IN THEIR JOBS OR WHO ARE REQUIRED TO WORK WITH THEM. A METHOD OF ORGANIZING AND CONTROLLING THE TRAINING IS OUTLINED WHICH PROVIDES FOR TRAINING NEW EMPLOYEES AS WELL AS EXISTING STAFF. MUCH OF THE TRAINING SHOULD BE PLANNED AROUND PROCEDURES AND MATERIALS USED IN SPECIFIC JOBS, AND JOB-ORIENTED TRAINING TECHNIQUES MAY BE DEVISED AS NEEDED FOR DIFFERENT CATEGORIES OF STAFF. EXAMPLES OF TYPICAL JOB EXERCISES ARE INCLUDED IN THE MANUAL, ALONG WITH CONTROL FORMS AND A CRITERION TEST TO ASSESS THE LEARNER'S KNOWLEDGE. (MF)

VT 017 069
JOHNSON, HAROLD V.
GENERAL INDUSTRIAL MACHINE SHOP.

DOCUMENT NOT AVAILABLE FROM EDRS.
5004-08357
CHAS. A. BENNETT CO., INC., 809 W. DETWEILLER DRIVE, PEORIA, IL 60614
PUB DATE - 70 413P. PMM
COLLECTION; REVISED EDITION

DESCRIPTORS - CAREER EDUCATION; MANUFACTURING; *MACHINERY INDUSTRY; *MACHINE TOOLS; INDEPENDENT STUDY; TEACHING PROCEDURES; BIBLIOGRAPHIES; *TEXTBOOKS; ILLUSTRATIONS; *INDUSTRIAL EDUCATION; SECONDARY GUIDES; *SHOP CURRICULUM
IDENTIFIERS - CAREER AWARENESS; BEGINNING COMPETENCE

ABSTRACT - SUITABLE FOR GROUP OR INDIVIDUAL INSTRUCTION, THIS TEXTBOOK IS DESIGNED FOR GRADES 10, 11 AND 12. EMPHASIS IS PLACED ON THE TOOLS, MATERIALS AND PROCESSES OF THE INDUSTRIAL WORLD. NUMEROUS ILLUSTRATIONS IDENTIFY IMPORTANT TOOLS AND PROCEDURES. UNITS INCLUDE: (1) LEARNING TO MEASURE, (2) USING BENCH TOOLS, (3) INTRODUCTION TO MACHINE SHOP PRACTICES, (4) SPECIAL INFORMATION, AND (5) PROJECT SUGGESTIONS. ALSO INCLUDED ARE AN APPENDIX, INDEX, AND BIBLIOGRAPHY. (PM)

VT 017 070
MECKLEY, RICHARD F.
PLANNING FACILITIES FOR OCCUPATIONAL EDUCATION PROGRAMS. THE MERRILL SERIES IN CAREER PROGRAMS.

DOCUMENT NOT AVAILABLE FROM EDRS.
5054-08129
CHARLES E. MERRILL PUBLISHING CO., 1300 ALUM CREEK DRIVE, COLUMBUS, OHIO 43216
PUB DATE - 72 161P. PMM
COLLECTION

DESCRIPTORS - CAREER EDUCATION; *VOCATIONAL EDUCATION; *FACILITIES; FACILITY IMPROVEMENT; FACILITY GUIDELINES; *BUILDING DESIGN; BUILDING PLANS; CONSTRUCTION COSTS; BUILDING MATERIALS; FEDERAL AID; STATE AID; *PLANNING; *EDUCATIONAL PLANNING

ABSTRACT - THIS TEXT PROVIDES IN A SYSTEMATIC AND SEQUENTIAL FORMAT THE IMPORTANT STEPS AND CONSIDERATIONS IN PLANNING OCCUPATIONAL EDUCATION FACILITIES. EACH ASPECT OF THE PLANNING PROCESS IS PRESENTED IN A CONCISE, EASY-TO-READ FORMAT WHICH SHOULD MAKE THE BOOK AN INVALUABLE GUIDE TO VOCATIONAL EDUCATORS AND FACILITY PLANNERS. THE BOOK IS ORGANIZED INTO TEN CHAPTERS. THE FIRST CHAPTER PRESENTS GENERAL PRINCIPLES AND PROCEDURES OF EDUCATIONAL FACILITY PLANNING. THE REMAINING NINE CHAPTERS THEN PROVIDE MORE COMPLETE TREATMENT OF THE CRITICAL PLANNING STEPS. (PM)

VT 017 073
PAUTLER, ALBERT J.
TEACHING SHOP AND LABORATORY SUBJECTS. THE MERRILL SERIES IN CAREER PROGRAMS.

DOCUMENT NOT AVAILABLE FROM EDRS.
5054-08125
CHARLES E. MERRILL PUB. CO., 1300

ALUM CREEK DR., COLUMBUS, OH 43216
PUB DATE - 71 185P. PMM
COLLECTION

DESCRIPTORS - CAREER EDUCATION; TEXTBOOKS; VOCATIONAL EDUCATION; *SHOP CURRICULUM; TECHNICAL EDUCATION; TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; VOCATIONAL EDUCATION TEACHERS; *LESSON PLANS; *BEGINNING TEACHERS; TEACHING METHODS; INDUSTRIAL ARTS; EVALUATION

ABSTRACT - THIS BOOK WAS WRITTEN BY A PROFESSOR OF EDUCATION AT THE STATE UNIVERSITY OF NEW YORK AT BUFFALO FOR BOTH PRE-SERVICE AND IN-SERVICE VOCATIONAL, TECHNICAL, AND INDUSTRIAL ARTS TEACHERS AND ANYONE RESPONSIBLE FOR TEACHING A SHOP OR LABORATORY SUBJECT IN THE PUBLIC SCHOOLS, THE MILITARY, OR PRIVATE INDUSTRY. THE FIRST PART OF THE BOOK DEALS WITH THE PREPARATIONS A TEACHER SHOULD MAKE BEFORE HIS CLASSES ACTUALLY BEGIN. SUCH THINGS AS OBJECTIVES OF EDUCATION, SCHOOL POLICIES AND SERVICES, AND SHOP ORGANIZATION AND MANAGEMENT ARE COVERED. AN IN DEPTH STUDY OF LESSON PLANNING, THE ORGANIZATION OF TEACHING MATERIALS, AND MATERIAL TO BE TAUGHT MAKE UP THE SECOND SECTION. THE THIRD PART COVERS THE PRESENTATION ASPECT OF TEACHING INCLUDING THE FIRST DAY PROCEDURES, THE TEACHING-LEARNING SITUATION, AND AIDS AND METHODS OF INSTRUCTION. A CLOSING SECTION DEALS WITH BOTH THE THEORETICAL AND PRACTICAL SIDES OF EVALUATION AND GRADING. AS AN AID TO TEACHERS AND STUDENTS, EACH CHAPTER IS DIVIDED INTO FOUR SECTIONS: (1) PRESENTATION OF NEW MATERIAL, (2) DISCUSSION QUESTIONS, (3) ASSIGNMENTS, AND (4) ADDITIONAL REFERENCES. (PM)

VT 017 082
MCMAHON, GORDON G.
CURRICULUM DEVELOPMENT IN TRADE AND INDUSTRIAL AND TECHNICAL EDUCATION. THE MERRILL SERIES IN CAREER PROGRAMS.

DOCUMENT NOT AVAILABLE FROM EDRS.
5054-08131
CHARLES E. MERRILL PUB. CO., 1300 ALUM CREEK DR., COLUMBUS, OH 43216
PUB DATE - 72 134P. PMM
COLLECTION

DESCRIPTORS - CAREER EDUCATION; *TECHNICAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM DEVELOPMENT; CURRICULUM EVALUATION; VOCATIONAL EDUCATION; VOCATIONAL EDUCATION TEACHERS; TRADE AND INDUSTRIAL TEACHERS; CURRICULUM PLANNING; HIGH SCHOOL CURRICULUM; *SHOP CURRICULUM; TEXTBOOKS; RESOURCE MATERIALS

ABSTRACT - THIS BOOK IS INTENDED TO PROVIDE AN APPROACH TO CURRICULUM DEVELOPMENT AS WELL AS SET THE PHILOSOPHICAL BASIS FOR TOTAL VOCATIONAL CURRICULUM PLANNING. CHAPTERS COVER: (1) THE DISTINCTION BETWEEN EDUCATION FOR COLLEGE ENTRANCE AND EDUCATION FOR EMPLOYMENT, (2) RELATIONSHIP BETWEEN VOCATIONAL CURRICULUM AND GENERAL EDUCATION, (3) SELECTING THE CURRICULUM COORDINATOR, (4) NEED FOR AND USE OF THE LOCAL SURVEY AS A TOOL FOR SELECTIVE CURRICULUM AREAS AND THE ROLE OF ADVISORY COMMITTEES, AND (5) BASIC CONSIDERATIONS IN CURRICULUM DEVELOPMENT. (PM)

VT 017 151
USING DECIMALS. LESSON I OF MATH SERIES.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
TRADE AND INDUSTRIAL EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($.50)
PUB DATE - 66 19P.

DESCRIPTORS - *PROGRAMED MATERIALS; ADULT EDUCATION; *DECIMAL FRACTIONS; WORKSHEETS; *COURSE CONTENT; MATHEMATICS CURRICULUM; SKILL DEVELOPMENT; *AUTOINSTRUCTIONAL AIDS
IDENTIFIERS - BEGINNING COMPETENCE

ABSTRACT - THIS DOCUMENT COMPRISES THE FIRST LESSON OF A MATH SERIES DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE DOCUMENT PRESENTS CONTENT MATERIAL ON DECIMALS AND A SET OF PROBLEMS FOR STUDENTS TO WORK BASED ON THE INSTRUCTIONAL MATERIAL IN THE BOOKLET. PRE- AND POST-TEST WORK SHEETS ARE INCLUDED WITH THIS AUTOINSTRUCTIONAL AID. (DL)

VT 017 176 ED 068 678
COOPERATIVE WORK EXPERIENCE
COORDINATORS' MANUAL.

OREGON STATE BOARD OF EDUCATION, SALEM.
EDRS PRICE MF-$0.65 HC-$3.29.
OREGON BOARD OF EDUCATION, 942 LANCASTER DRIVE N.E., SALEM, OREGON 97310 ($.85)
PUB DATE - 72 63P.

DESCRIPTORS - *MANUALS; RESOURCE MATERIALS; CAREER EDUCATION; VOCATIONAL EDUCATION; *PROGRAM PLANNING; VOCATIONAL DEVELOPMENT; COMMUNITY SUPPORT; *COORDINATORS; *WORK EXPERIENCE PROGRAMS; *COOPERATIVE PROGRAMS; SECONDARY GRADES; POST SECONDARY EDUCATION; HUMANITIES
IDENTIFIERS - EDUCATIONAL AWARENESS; *OREGON; CAREER AWARENESS

ABSTRACT - THIS MANUAL HAS BEEN PREPARED BY THE COOPERATIVE WORK EXPERIENCE SPECIALIST OF THE INSTRUCTIONAL SERVICES DIVISION OF OREGON, WITH THE HELP OF OTHER WORK EXPERIENCE COORDINATORS, TO SERVE AS A GUIDE FOR TEACHERS, COORDINATORS, COUNSELORS, AND COMMUNITY LEADERS WHO ARE RESPONSIBLE FOR ESTABLISHING SECONDARY AND POST-SECONDARY COOPERATIVE WORK EXPERIENCE EDUCATION PROGRAMS. THIS BOOKLET OUTLINES FACTORS TO CONSIDER FOR IMPLEMENTING A PROGRAM, PLANNING PROCEDURES, RESPONSIBILITIES OF THE PARTICIPANTS (SCHOOL STAFF, EMPLOYERS, STUDENT TRAINEES, PARENTS), AND THE MINIMUM CRITERIA NEEDED TO QUALIFY FOR STATE REIMBURSEMENT. MUCH OF THE MATERIAL IN THIS MANUAL IS DERIVED FROM THE CALIFORNIA STATE DEPARTMENT OF EDUCATION "HANDBOOK ON WORK EXPERIENCE EDUCATION." THIS DOCUMENT IS 3-HOLE PUNCHED FOR EASY INSERTION INTO A RING BINDER. A WIDE RANGE OF RESOURCE MATERIALS IS INCLUDED. (AG)

VT 017 232
STONE, ELNA
HOW TO GET A JOB.

DOCUMENT NOT AVAILABLE FROM EDRS.
6012-08331
BRUCE PUBLISHING CO., 2642 UNIVERSITY AVE., ST. PAUL, MN 55114
PUB DATE - 69 74P. PMM COLLECTION

DESCRIPTORS - CAREER EDUCATION; SECONDARY GRADES; POST SECONDARY EDUCATION; *INSTRUCTIONAL MATERIALS; GUIDANCE; PROBLEM SOLVING; RESOURCE MATERIALS; JOBS; *JOB APPLICATION; *EMPLOYMENT INTERVIEWS; *EMPLOYMENT QUALIFICATIONS
IDENTIFIERS - EMPLOYMENT SKILLS; SELF AWARENESS

ABSTRACT - THIS BOOK WILL AID SECONDARY AND POST-SECONDARY STUDENTS TO HAVE ADEQUATE INFORMATION ABOUT THE TECHNIQUES OF JOB HUNTING. AFTER THE STUDENT HAS READ A SPECIFIC QUESTION, HE CAN ANSWER QUESTIONS WHICH WILL HELP HIM THINK ABOUT WHAT HE HAS READ AND APPLY THIS TO HIS OWN SITUATION. THE STUDENT WILL GET SOME PRACTICE DOING MANY OF THE THINGS THAT HE WILL DO IN LOOKING FOR A JOB SUCH AS FILLING OUT APPLICATION BLANKS, TAKING TESTS, AND WRITING A RESUME. THE MATERIAL IN THE BOOK IS ARRANGED IN SUCH A WAY THAT THE STUDENT CAN READ ONLY THE PART HE NEEDS AT ANY ONE TIME. (PM)

VT 017 339 ED 068 717
RESOURCE MANUAL FOR THE DEVELOPMENT OF COOPERATIVE VOCATIONAL EDUCATION PROGRAMS UNDER THE VOCATIONAL EDUCATION ACT OF 1963, AS AMENDED P.L. 90-576.

BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$3.29.
PUB DATE - JUL72 30P.

DESCRIPTORS - SECONDARY GRADES; EDUCATIONAL FINANCE; *VOCATIONAL EDUCATION; PROGRAM DEVELOPMENT; *COOPERATIVE PROGRAMS; VOCATIONAL DEVELOPMENT; WORK STUDY PROGRAMS; *STATE PROGRAMS; *PROGRAM PLANNING; *RESOURCE MATERIALS; COMPARATIVE ANALYSIS; FINANCIAL SUPPORT
IDENTIFIERS - DECISIONS; EDUCATIONAL AWARENESS; *PUBLIC LAW 90 576; VOCATIONAL EDUCATION ACT OF 1963

ABSTRACT - THIS BOOKLET SUMMARIZES SELECTED FACTS AND SUGGESTIONS FOR THE USE OF STATE STAFFS IN PLANNING FOR THE DEVELOPMENT OF COOPERATIVE VOCATIONAL EDUCATION PROGRAMS UNDER PUBLIC LAW 90-576. DESIGNED TO PROVIDE PERTINENT INFORMATION AS TECHNICAL ASSISTANCE FOR FACILITATING THE DECISION-MAKING PROCESS, THIS RESOURCE MANUAL IS INTENDED FOR USE IN CONJUNCTION WITH "A GUIDE FOR COOPERATIVE VOCATIONAL EDUCATION," (ED 037 564) PUBLISHED BY THE UNIVERSITY OF MINNESOTA. TERM DEFINITIONS, FUNDING SOURCES FOR COOPERATIVE EDUCATION, SELECTED REGULATIONS FOR STATE VOCATIONAL EDUCATION PROGRAMS, ALLOWABLE EXPENDITURES OF FEDERAL AND MATCHING FUNDS, PERSONS SERVED BY COOPERATIVE PROGRAMS, AND ADDITIONAL PROGRAMMATIC INFORMATION ARE INCLUDED. A COMPARATIVE ANALYSIS OF STATE, COOPERATIVE, AND WORK-STUDY PROGRAMS FOR VOCATIONAL EDUCATION IS PRESENTED IN A 3-COLUMN FORMAT. THE RESOURCE MATERIALS WERE PREPARED BY AN EDUCATION PROGRAM SPECIALIST, UNDER THE DIRECTION OF THE CHIEF OF STATE PROGRAMS AND SERVICES. (AG)

VT 017 469 ED 069 876
MAGER, ROBERT F.;BEACH, KENNETH M., JR.
DEVELOPING VOCATIONAL INSTRUCTION.

DOCUMENT NOT AVAILABLE FROM EDRS.
1762-06409
FEARON PUBLISHERS/LEAR SIEGLER INC., EDUCATION DIVISION, 6 DAVIS DRIVE, BELMONT, CA 94002
PUB DATE - 67 83P. PMM COLLECTION

DESCRIPTORS - CAREER EDUCATION; *STAFF IMPROVEMENT; *COURSE OBJECTIVES; *COURSE ORGANIZATION; INSTRUCTIONAL MATERIALS; MEASUREMENT INSTRUMENTS; *PROGRAM PLANNING; LESSON PLANS; TASK ANALYSIS; COURSE EVALUATION; VOCATIONAL EDUCATION TEACHERS; *TEACHER EDUCATION

ABSTRACT - THIS BOOK IS DESIGNED TO HELP DEVELOP INSTRUCTION IN A VOCATIONAL OR TECHNICAL FIELD, ACCORDING TO PROCEDURES DEVELOPED IN THE RESEARCH LABORATORY AND TESTED IN THE CLASSROOM. THE STEPS INVOLVED IN PREPARING INSTRUCTION THAT CAN BE DEMONOSTRATED TO FACILITATE LEARNING ARE DESCRIBED. THE MAIN GOAL OF THE BOOK IS TO DESCRIBE THE STEPS THAT MUST BE CARRIED OUT IF ONE IS TO BECOME AS EXPERT IN THE SKILL OF SYSTEMATIC COURSE DEVELOPMENT AS HE IS IN THE PRACTICE OF HIS OWN VOCATION OR TECHNICAL SPECIALTY. INCLUDED IS A LIST OF SOURCES OF INSTRUCTIONAL MATERIALS. (PM)

VT 017 477
PROGRAM PLANNING GUIDE FOR TRADE AND INDUSTRIAL EDUCATION.

GREGG/MCGRAW-HILL ADVISORY COMMITTEE FOR TRADE AND INDUSTRIAL EDUCATION.
DOCUMENT NOT AVAILABLE FROM EDRS.
1570-08042
GREGG/MCGRAW-HILL, HIGHTSTOWN, NJ 08520
PUB DATE - 72 99P. PMM COLLECTION

DESCRIPTORS - STAFF IMPROVEMENT; *CURRICULUM GUIDES; VOCATIONAL EDUCATION TEACHERS; *PROGRAM PLANNING; *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; VOCATIONAL EDUCATION; *CURRICULUM PLANNING; INSERVICE TEACHER EDUCATION

ABSTRACT - THIS PROGRAM PLANNING GUIDE AIDS INSTRUCTIONAL PERSONNEL IN PLANNING CURRICULUMS IN THE AREA OF TRADE AND INDUSTRIAL EDUCATION. IT COMES EQUIPPED WITH A DETACHABLE PLANNING GUIDE MATRIX AND FLOW CHART. THE GUIDE IS AIMED AT STAFF DEVELOPMENT WITH EMPHASIS PLACED ON TEACHING METHODS AND CAREER EDUCATION PROGRAMS ON THE SECONDARY AND POST-SECONDARY LEVELS. (PM)

VT 017 519
MANUFACTURING: INDUSTRIAL EDUCATION CURRICULUM GUIDE. INSTRUCTIONAL MATERIALS FOR USE WITH DISADVANTAGED STUDENTS IN VOCATIONAL EDUCATION.

OMAHA PUBLIC SCHOOLS, NEBR. DEPT. OF VOCATIONAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - AUG71 204P.

DESCRIPTORS - *MANUFACTURING; CURRICULUM GUIDES; *DISADVANTAGED YOUTH; *TRADE AND INDUSTRIAL EDUCATION; SECONDARY GRADES; TEACHER DEVELOPED MATERIALS; RESOURCE MATERIALS; WORKSHEETS; TEACHING PROCEDURES; LEARNING ACTIVITIES; STUDENT TESTING; BEHAVIORAL OBJECTIVES
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THESE COLOR-KEYED MODEL INSTRUCTIONAL MATERIALS FOR USE WITH DISADVANTAGED STUDENTS IN VOCATIONAL EDUCATION AT THE SECONDARY LEVEL WERE DEVELOPED BY A SPECIAL PROJECT COMMITTEE OF EDUCATORS IN INDUSTRIAL EDUCATION. INTENDED AS A SUGGESTED GUIDE FOR TEACHING UNITS WITHIN A 1-SEMESTER CURRICULUM ON MANUFACTURING, FOUR SECTIONS DEAL SEPARATELY WITH MANAGEMENT, METALS, PLASTIC, AND THE LABOR FORCE. FOR EACH TOPIC WITHIN A SECTION, BEHAVIORAL OBJECTIVES, TEACHING PROCEDURES, STUDENT EVALUATION ITEMS, RESOURCE LISTS, STUDENT WORKSHEETS, AND LEARNING ACTIVITIES ARE INCLUDED. EXTENSIVE RESOURCE MATERIALS, INCLUDING A GUIDE TO AUDIOVISUAL AIDS USED IN THE MANUFACTURING CURRICULUM, ARE APPENDED. THIS DOCUMENT IS 3-HOLE PUNCHED FOR EASY ADDITION OR REMOVAL OF PAGES. (AG)

VT 017 520
CONSTRUCTION: INDUSTRIAL EDUCATION CURRICULUM GUIDE. INSTRUCTIONAL MATERIALS FOR USE WITH DISADVANTAGED STUDENTS IN VOCATIONAL EDUCATION.

OMAHA PUBLIC SCHOOLS, NEBR. DEPT. OF VOCATIONAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - AUG71 167P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CONSTRUCTION (PROCESS); *VOCATIONAL EDUCATION; *DISADVANTAGED YOUTH; VOCATIONAL DEVELOPMENT; SECONDARY GRADES; BEHAVIORAL OBJECTIVES; WORKSHEETS; RESOURCE MATERIALS; *CURRICULUM GUIDES; TEACHING PROCEDURES; LEARNING ACTIVITIES; EVALUATION TECHNIQUES
IDENTIFIERS - EDUCATIONAL AWARENESS; BEGINNING COMPETENCE

ABSTRACT - THIS COLOR-KEYED MODEL CURRICULUM GUIDE FOR A 1-SEMESTER INDUSTRIAL EDUCATION COURSE IN CONSTRUCTION AT THE SECONDARY LEVEL CONTAINS SIX TABBED UNITS OF INSTRUCTION: (1) TOOLS, EQUIPMENT, AND SUPPLIES, (2) TECHNOLOGY AND PEOPLE, WHICH COVERS LABOR PROCEDURES, (3) MANAGING CONSTRUCTION, (4) PRODUCTION TECHNOLOGY, (5) CITY AND REGIONAL PLANNING, AND (6) APPENDED RESOURCE MATERIALS. INTENDED FOR DISADVANTAGED STUDENTS IN VOCATIONAL EDUCATION, THESE INSTRUCTIONAL MATERIALS INCLUDE FOR EACH TOPIC BEHAVIORAL OBJECTIVES, TEACHING PROCEDURES, TIME ALLOTMENTS, AND LEARNING ACTIVITIES. RESOURCE LISTS, SUPPLIES AND EQUIPMENT LISTS, STUDENT WORKSHEETS, AND EVALUATION ITEMS ARE PROVIDED. DEVELOPED BY A PROJECT COMMITTEE OF VOCATIONAL TEACHERS AND SUPERVISORS AT THE HIGH SCHOOL LEVEL, THIS DOCUMENT IS 3-HOLE PUNCHED FOR EASE IN ADDITION AND REMOVAL OF SHEETS. (AG)

VT 017 539
CONNOR, J. ROBERT

A JOB WITH A FUTURE IN AUTOMOTIVE MECHANICS. JOBS WITH A FUTURE SERIES.

DOCUMENT NOT AVAILABLE FROM EDRS.
5017-03171
GROSSET & DUNLAP, INC., SUBS. OF NATIONAL GENERAL CORP, 51 MADISON AVE., NEW YORK, NY 10010
PUB DATE - 69 128P. PMM COLLECTION

DESCRIPTORS - CAREER EDUCATION; INSTRUCTIONAL MATERIALS; RESOURCE GUIDES; SECONDARY GRADES; POST SECONDARY EDUCATION; *INDUSTRIAL EDUCATION; JOBS; JOB TRAINING; JOB SKILLS; *AUTO MECHANICS (OCCUPATION); AUTO MECHANICS; *SKILLED OCCUPATIONS; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL INFORMATION
IDENTIFIERS - ATTITUDES APPRECIATIONS; EMPLOYMENT SKILLS; *CAREER AWARENESS

ABSTRACT - THIS TEXT DESIGNED FOR STUDENTS IN GRADES 10, 11, AND 12 AND POST-SECONDARY STUDENTS TELLS THEM HOW TO GET IN ON THE ACTION OF BEING AN AUTOMOTIVE MECHANIC, WHERE TO GO, WHAT TO STUDY, WHAT QUESTIONS TO ASK, AND WHAT ANSWERS TO GIVE TO QUESTIONS WHEN THEY ARE ASKED. SOME OF THE CHAPTERS DEAL WITH TOPICS SUCH AS AUTOMOBILE COMPANY TRAINING PROGRAMS, WORKING IN A DEALERSHIP, DIAGNOSTIC CENTERS, AND TRUCK AND BUS MECHANICS. (PM)

VT 017 572
ADVISORY COUNCILS ARE ESSENTIAL TO VOCATIONAL EDUCATION PROGRAMS IN NEVADA.

NEVADA STATE DEPT. OF EDUCATION, CARSON CITY. DIV. OF VOCATIONAL-TECHNICAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
JON V. KRUG, EXECUTIVE DIRECTOR, NEVADA ADVISORY COUNCIL FOR MANPOWER TRAINING AND CAREER EDUCATION, STATE MAIL ROOM, CARSON CITY, NV 89701 ($1.50)
PUB DATE - JUN67 10P.

DESCRIPTORS - *ADVISORY COMMITTEES; *VOCATIONAL EDUCATION; *PROGRAM PLANNING; EDUCATIONAL PROGRAMS; *PROGRAM ADMINISTRATION; LOCAL ISSUES
IDENTIFIERS - NEVADA; *LOCAL CONTROL

ABSTRACT - REALIZING THE NEED FOR THE DEVELOPMENT OF STRONG, EFFECTIVE ADVISORY COUNCILS AT THE LOCAL LEVEL TO AID IN THE PLANNING AND FUNCTIONAL OPERATION OF VOCATIONAL EDUCATION PROGRAMS SO AS TO KEEP THEM ATTUNED TO THE MANPOWER NEEDS OF THE COUNTRY, THIS BULLETIN, PREPARED BY NEVADA'S STATE DEPARTMENT OF EDUCATION, SETS FORTH SOME ORGANIZATIONAL GUIDELINES AND IMPLEMENTATION PROCEDURES TO HELP IN THE INITIATION PROCESS. TO FURTHER INSURE ITS OPERATION, 14 SUGGESTED OPERATIONAL PRACTICES ARE LISTED. (SN)

VT 017 605
TEEL, DEAN
LET'S PUT 'EM TOGETHER.

NORTHERN ARIZONA UNIV., FLAGSTAFF. DEPT. OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
VE-583
PUB DATE - JUN72 32P. 3RD REVISION

DESCRIPTORS - EDUCATION; *CURRICULUM DEVELOPMENT; TEACHER EDUCATOR EDUCATION; INDIVIDUALIZED INSTRUCTION; INSTRUCTIONAL MEDIA; *MULTIMEDIA INSTRUCTION; BEHAVIORAL OBJECTIVES; GOAL ORIENTATION; TEST CONSTRUCTION; *TEACHER EDUCATION CURRICULUM; *COLLEGE CURRICULUM; VOCATIONAL DEVELOPMENT; INDUSTRIAL EDUCATION; *CAREER EDUCATION; CURRICULUM GUIDES
IDENTIFIERS - SELF AWARENESS; EDUCATIONAL AWARENESS; EMPLOYMENT SKILLS; *VO-PAK

ABSTRACT - THIS COURSE IN PROGRAM DEVELOPMENT, GIVEN IN 1972 BY A TEACHER EDUCATOR IN THE DEPARTMENT OF INDUSTRIAL EDUCATION AT NORTHERN ARIZONA UNIVERSITY, DEALS WITH THE DEVELOPMENT OF INSTRUCTIONAL PACKAGES (VO-PAK) IN ORDER TO

INDIVIDUALIZE VOCATIONAL CURRICULUMS, PROVIDE FOR SELF-AWARENESS AND SKILL DEVELOPMENT, ALLOW FOR INTERACTION WITH OTHER STUDENTS, AND OFFER IMMEDIATE FEEDBACK FOR SELF-EVALUATION. FOR THIS TEACHER EDUCATION CURRICULUM FOR VOCATIONAL CERTIFICATION, THE TEACHER EDUCATOR IS GIVEN BEHAVIORAL OBJECTIVES FOR THE COURSE, A SELF-TEST FOR TEACHERS, VARIOUS MULTI-MEDIA LISTS, AND GUIDELINES FOR DEVELOPING GOALS AND BEHAVIORAL OBJECTIVES FOR LEARNING ACTIVITY PACKAGES SUCH AS VO-PAK. SAMPLE TEST ITEMS ARE INCLUDED FOR POSSIBLE VO-PAK OBJECTIVES, AND SUGGESTIONS FOR DEVELOPING TESTING MATERIALS ARE PROVIDED. (AG)

VT 017 608
AVIATION SUPPORT EQUIPMENT TECHNICIAN H 3 & 2. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVTRA-10316-A
PUB DATE - 72 530P. 1972 EDITION

DESCRIPTORS - AVIATION TECHNOLOGY; *MILITARY TRAINING; ARMED FORCES; VOCATIONAL DEVELOPMENT; *AVIATION MECHANICS; MANUALS; *SUBPROFESSIONALS; *EQUIPMENT MAINTENANCE; VISUAL AIDS; INDEXES (LOCATERS); *OCCUPATIONAL INFORMATION; ADULT VOCATIONAL EDUCATION; GOVERNMENT (ADMINISTRATIVE BODY)
IDENTIFIERS - CAREER AWARENESS; EMPLOYMENT SKILLS

ABSTRACT - THIS RATE TRAINING MANUAL IS ONE OF A SERIES OF COURSES PREPARED FOR NAVY AND NAVAL RESERVE PERSONNEL WHO ARE STUDYING FOR ADVANCEMENT TO THE POSITIONS OF AVIATION SUPPORT EQUIPMENT TECHNICIAN H 3 AND 2. OCCUPATIONAL INFORMATION AND DESCRIPTIONS OF ADDITIONAL INSTRUCTIONAL MATERIALS TO HELP MEET JOB QUALIFICATIONS PRECEDE NUMEROUS CHAPTERS ON EQUIPMENT MAINTENANCE, WELDING, MECHANICAL SYSTEMS, AND RELATED TOPICS. A WIDE RANGE OF LINE DIAGRAMS ILLUSTRATES THE TEXT, WHICH INCLUDES AN INDEX. (AG)

VT 017 615
A COURSE OUTLINE FOR AIR CONDITIONING AND REFRIGERATION.

TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION, NASHVILLE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 15P.

DESCRIPTORS - *VOCATIONAL EDUCATION; SECONDARY GRADES; BEHAVIORAL OBJECTIVES; RESOURCE MATERIALS; TRADE AND INDUSTRIAL EDUCATION; TIME BLOCKS; *AIR CONDITIONING; *REFRIGERATION MECHANICS; VOCATIONAL DEVELOPMENT; *COURSE DESCRIPTIONS; *PROJECT TRAINING METHODS
IDENTIFIERS - BEGINNING COMPETENCE; *TENNESSEE

ABSTRACT - THIS COURSE OUTLINE PROVIDES A FLEXIBLE GUIDE FOR TEACHING AIR CONDITIONING AND REFRIGERATION COURSES IN VOCATIONAL EDUCATION IN TENNESSEE. A COURSE RATIONALE, BEHAVIORAL OBJECTIVES, AND A BRIEF OUTLINE OF THE 23 BLOCKS OF INSTRUCTION ARE INCLUDED. A RESOURCE LIST AND A BIBLIOGRAPHY ARE PROVIDED. THIS 2-YEAR, 1,080 HOUR PROGRAM FOR THE HIGH SCHOOL LEVEL MEETS THREE HOURS DAILY, FIVE DAYS A WEEK, AND ALLOWS TWO UNITS OF CREDIT YEARLY TOWARDS GRADUATION. INTENDED TO ACCOMMODATE TWO GROUPS OF STUDENTS PER DAY, 30 TO 40 PERCENT OF THE SCHEDULE WILL BE ALLOTTED TO MATHEMATICS, THEORY, AND RELATED SUBJECTS. PRACTICAL WORK WILL TAKE UP THE REMAINDER OF THE TIME. (AG)

VT 017 637
POWER: INDUSTRIAL EDUCATION CURRICULUM GUIDE. INSTRUCTIONAL MATERIALS FOR USE WITH DISADVANTAGED STUDENTS IN VOCATIONAL EDUCATION.

OMAHA PUBLIC SCHOOLS, NEBR. DEPT. OF VOCATIONAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - AUG71 326P.

DESCRIPTORS - WORKSHEETS; STUDENT EVALUATION; *FLUID POWER EDUCATION; *POWER MECHANICS; RESOURCE MATERIALS; *CURRICULUM GUIDES; VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; SECONDARY GRADES; BEHAVIORAL OBJECTIVES; *DISADVANTAGED YOUTH; ENERGY; *TRADE AND INDUSTRIAL EDUCATION; TEACHING PROCEDURES; PRODUCER SERVICES; LEARNING ACTIVITIES
IDENTIFIERS - EDUCATIONAL AWARENESS; BEGINNING COMPETENCE; *POWER

ABSTRACT - THIS COLOR-KEYED MODEL CURRICULUM GUIDE FOR A 1-SEMESTER COURSE IN POWER FOR DISADVANTAGED OR HANDICAPPED STUDENTS IN INDUSTRIAL EDUCATION COVERS THESE TOPICS IN SIX TABBED SECTIONS: (1) ENERGY, (2) MECHANICAL POWER, (3) FLUID POWER, (4) ELECTRICAL POWER, (5) HEAT ENGINES, AND (6) APPENDED RESOURCE MATERIALS. DEVELOPED BY A PROJECT COMMITTEE OF TEACHERS AND SUPERVISORS IN VOCATIONAL EDUCATION AT THE HIGH SCHOOL LEVEL, THESE INSTRUCTIONAL MATERIALS INCLUDE FOR EACH TOPIC BEHAVIORAL OBJECTIVES, TEACHING PROCEDURES, RESOURCE LISTS, LEARNING ACTIVITIES, AND TIME ALLOTMENTS. STUDENT WORKSHEETS, EVALUATION ITEMS, AND EQUIPMENT AND SUPPLIES LISTS ARE PROVIDED. THIS DOCUMENT, WHICH IS 3-HOLE PUNCHED FOR EASE IN ADDITION OR REMOVAL OF SHEETS, GIVES INSTRUCTIONS ON THE USE OF THESE MATERIALS. THE GUIDE CAN BE ADAPTED EASILY TO A REGULAR VOCATIONAL EDUCATION SETTING. (AG)

VT 017 697
CURRICULUM GUIDE FOR VOCATIONAL CABINETMAKING, GRADES ELEVEN AND TWELVE.

CHICAGO BOARD OF EDUCATION, ILL.
MF AVAILABLE IN VT-ERIC SET.
BOARD OF EDUCATION, CITY OF CHICAGO, 228 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60601 ($2.50)
PUB DATE - 70 195P.

DESCRIPTORS - GRADE 11; GRADE 12; CONSTRUCTION (PROCESS); *TRADE AND INDUSTRIAL EDUCATION; *CABINETMAKING; *CURRICULUM GUIDES; VOCATIONAL DEVELOPMENT; *CITY WIDE PROGRAMS; BIBLIOGRAPHIES; RESOURCE MATERIALS; *VOCATIONAL EDUCATION; INSTRUCTIONAL INNOVATION; LEARNING ACTIVITIES; TEACHING PROCEDURES; SEQUENTIAL PROGRAMS; PROJECT TRAINING METHODS
IDENTIFIERS - *CHICAGO PUBLIC SCHOOLS; BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - INTENDED TO PREPARE STUDENTS FOR IMMEDIATE POST-SECONDARY EMPLOYMENT OR FOR FURTHER TECHNICAL TRAINING, THIS CURRICULUM GUIDE FOR AN INNOVATIVE VOCATIONAL WOOD CABINETMAKING COURSE IN THE CHICAGO PUBLIC SCHOOLS CONTAINS A SEQUENCE OF TEN UNITS FOR GRADE 11 AND TEN UNITS FOR GRADE 12 THAT COVER PROJECT PLANNING, TOOLS, AND BASIC SKILLS DEVELOPMENT. DEVELOPED BY VOCATIONAL TEACHERS AT THE SECONDARY LEVEL WITH THE ASSISTANCE OF A CURRICULUM COMMITTEE OF INDUSTRIAL ARTS CONSULTANTS AND AN ADVISORY COMMITTEE OF EDUCATORS AND LEADERS IN INDUSTRY, THE INSTRUCTIONAL OUTLINES INCLUDE SUGGESTED LEARNING ACTIVITIES, GENERAL AND SPECIFIC GOALS AND BEHAVIORAL OBJECTIVES, TEACHING PROCEDURES, AND IDEAS FOR STUDENT EVALUATION. RESOURCE LISTS, DEVELOPMENTAL VOCABULARY LISTS, AND SPACE FOR THE TEACHER'S NOTES ARE PROVIDED. A WIDE RANGE OF PHOTOGRAPHS AND LINE DIAGRAMS ILLUSTRATE THE TEXT, WHICH PROVIDES A COURSE RATIONALE AND A BIBLIOGRAPHY. (AG)

VT 017 700
CURRICULUM GUIDE FOR ELECTRICAL OCCUPATIONS: WESTINGHOUSE AREA VOCATIONAL HIGH SCHOOL CLUSTER PROGRAM. APPLIANCE REPAIR: LEVELS III AND IV, GRADES ELEVEN AND TWELVE.

CHICAGO BOARD OF EDUCATION, ILL.
MF AVAILABLE IN VT-ERIC SET.
BOARD OF EDUCATION, CITY OF CHICAGO, 228 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60601 ($1.00)
PUB DATE - 71 60P.

DESCRIPTORS - *CURRICULUM GUIDES; SECONDARY GRADES; *ELECTRICAL OCCUPATIONS; *VOCATIONAL EDUCATION; *APPLIANCE REPAIRING; OCCUPATIONAL CLUSTERS; COURSE CONTENT; LEARNING ACTIVITIES; RESOURCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - EMPLOYMENT SKILLS; CAREER AWARENESS

ABSTRACT - THIS CURRICULUM GUIDE FOR SENIOR HIGH SCHOOL STUDENTS IS ONE OF A SERIES WHICH DEVELOPS THE CLUSTER CONCEPT IN OCCUPATIONAL EDUCATION AT ONE OF THE VOCATIONAL HIGH SCHOOLS IN CHICAGO. THE COURSE CONTENT REVIEWS ELECTRICITY AND ELECTRONICS TO PROVIDE THE STUDENT WITH A BETTER UNDERSTANDING OF THE OPERATION OF LARGE APPLIANCES. THE STUDENT SHOULD DEVELOP SKILLS WHICH ENABLE HIM TO IDENTIFY, REPLACE, AND REPAIR FAULTY COMPONENTS. SOME OF THESE SKILLS INCLUDE THE FOLLOWING: (1) GOOD WORKMANSHIP AND GOOD CUSTOMER RELATIONS, (2) PROPER USE OF TOOLS AND EQUIPMENT, (3) EXPERT TROUBLESHOOTING AND REPAIR TECHNIQUES, AND (4) AN ACUTE AWARENESS OF SAFETY. THERE ARE 11 UNITS IN GRADE 11 AND SEVEN UNITS IN GRADE 12. EACH UNIT CONTAINS AN OUTLINE OF COURSE CONTENT, SUGGESTED LEARNING ACTIVITIES, DEVELOPMENTAL VOCABULARY, AND RESOURCE MATERIAL. (DL)

VT 017 701
CURRICULUM GUIDE FOR VOCATIONAL ELECTRICITY, GRADES ELEVEN AND TWELVE.

CHICAGO BOARD OF EDUCATION, ILL.
MF AVAILABLE IN VT-ERIC SET.
BOARD OF EDUCATION, CHICAGO CITY SCHOOLS, 228 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60601 ($2.25)
PUB DATE - 71 154P.

DESCRIPTORS - GRADE 11; GRADE 12; *TRADE AND INDUSTRIAL EDUCATION; RESOURCE MATERIALS; *VOCATIONAL EDUCATION; BIBLIOGRAPHIES; VOCATIONAL DEVELOPMENT; *ELECTRICITY; *CURRICULUM GUIDES; INSTRUCTIONAL INNOVATION; LEARNING ACTIVITIES; TEACHING PROCEDURES; EVALUATION TECHNIQUES; *CITY WIDE PROGRAMS; PROJECT TRAINING METHODS
IDENTIFIERS - *CHICAGO PUBLIC SCHOOLS; BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - INTENDED TO PREPARE STUDENTS FOR IMMEDIATE POST-SECONDARY EMPLOYMENT OR FOR FURTHER TECHNICAL TRAINING, THIS CURRICULUM GUIDE FOR AN INNOVATIVE VOCATIONAL ELECTRICITY COURSE IN THE CHICAGO PUBLIC SCHOOLS CONTAINS A SEQUENCE OF 18 UNITS FOR GRADE 11 AND EIGHT UNITS FOR GRADE 12 THAT COVER ELECTRICAL THEORY AND PRACTICAL SHOP ASSIGNMENTS. DEVELOPED BY VOCATIONAL TEACHERS AT THE SECONDARY LEVEL WITH THE ASSISTANCE OF AN ADVISORY COMMITTEE OF EDUCATORS AND LEADERS IN INDUSTRY, THE INSTRUCTIONAL OUTLINES INCLUDE SUGGESTED LEARNING ACTIVITIES, GENERAL AND SPECIFIC GOALS AND BEHAVIORAL OBJECTIVES, TEACHING PROCEDURES, AND IDEAS FOR STUDENT EVALUATION. RESOURCE LISTS, DEVELOPMENTAL VOCABULARY LISTS, AND SPACE FOR THE TEACHER*S NOTES ARE PROVIDED. THIS FLEXIBLE CURRICULUM GIVES A COURSE RATIONALE, COURSE PREREQUISITES, AND A BIBLIOGRAPHY. (AG)

VT 017 769 ED 069 917
A HANDBOOK OF COOPERATIVE PROGRAMS FOR OKLAHOMA VOCATIONAL AND TECHNICAL EDUCATION.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER.
EDRS PRICE MF-$0.65 HC-$3.29
OKLAHOMA STATE DEPT. OF VO-TECH EDUC., 1515 W. SIXTH ST., STILLWATER, OKLAHOMA 74074 ($1.00)
PUB DATE - 72 49P.; 1972 REVISION

DESCRIPTORS - *ARTICULATION (PROGRAM); *COOPERATIVE PROGRAMS; HUMANITIES; INSTRUCTOR COORDINATORS; JOB TRAINING; MANUALS; PROGRAM COORDINATION; *PROGRAM DESCRIPTIONS; RESOURCE MATERIALS; SECONDARY GRADES; *STATE PROGRAMS; STUDENT EVALUATION; VOCATIONAL DEVELOPMENT; *VOCATIONAL

EDUCATION
IDENTIFIERS - EDUCATIONAL AWARENESS; *OKLAHOMA

ABSTRACT - THIS REVISED HANDBOOK DESCRIBES OKLAHOMA'S COOPERATIVE PROGRAMS FOR THE SECONDARY GRADES IN VOCATIONAL EDUCATION, INCLUDING THE FOLLOWING TOPICS: (1) PURPOSES OF VOCATIONAL EDUCATION, (2) THE SIX TYPES OF COOPERATIVE PROGRAMS IN OKLAHOMA, (3) THE ROLE OF TEACHER-COORDINATOR, (4) THE ADVISORY COMMITTEE'S ROLE, (5) REGULATIONS, (6) TRAINING STATIONS, (7) SELECTION OF STUDENTS, (8) STUDENT EVALUATION, (9) YOUTH ORGANIZATIONS FOR COOPERATIVE EDUCATION STUDENTS, (10) COORDINATION OF PROGRAMS, AND (11) LEGAL CONSIDERATIONS. SAMPLE PROGRAM MATERIALS ARE APPENDED. (AG)

VT 017 786
TRADE AND INDUSTRIAL EDUCATION.

CHRONICLE GUIDANCE PUBLICATIONS, INC., MORAVIA, N.Y.
DOCUMENT NOT AVAILABLE FROM EDRS.
1562-09652
CHRONICLE GUIDANCE, MORAVIA, N.Y. 13118
PUB DATE - ND 287P. PMM COLLECTION

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; SECONDARY GRADES; CAREER EDUCATION; POST SECONDARY EDUCATION; INDEPENDENT STUDY; OCCUPATIONAL GUIDANCE; *OCCUPATIONAL INFORMATION; *SUPPLEMENTARY READING MATERIALS; AUTO MECHANICS; *MACHINISTS; DRAFTSMEN; *BUILDING TRADES; HEALTH OCCUPATIONS; FOOD SERVICE OCCUPATIONS; TECHNICAL OCCUPATIONS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS DOCUMENT CONSISTS OF A SET OF 67 OCCUPATIONAL BRIEFS AND CORRESPONDING DICTIONARY OF OCCUPATIONAL TITLES (DOT) CODE NUMBERS ON A VARIETY OF JOBS IN THE TRADE AND INDUSTRIAL FIELDS, AND THE INFORMATION MAY BE USEFUL IN GRADES 9-14. JOBS COVERED INCLUDE TECHNICIANS, REPAIRMEN, DRAFTSMEN, MACHINISTS, HEALTH OCCUPATIONS, AND BUILDING TRADES. EACH BRIEF CONCENTRATES ON ONE JOB GIVING A JOB DESCRIPTION, SALARIES, WORKING HOURS, ADVANTAGES, DISADVANTAGES, ADVANCEMENT OPPORTUNITIES, AND PERSONAL, EDUCATIONAL, AND TRAINING REQUIREMENTS. SOURCES OF FURTHER INFORMATION ARE INCLUDED. (PM)

VT 017 791
APPRENTICEABLE TRADE.

CHRONICLE GUIDANCE PUBLICATIONS, INC., MORAVIA, N.Y.
DOCUMENT NOT AVAILABLE FROM EDRS.
1562-09646
CHRONICLE GUIDANCE, MORAVIA, N.Y. 13118
PUB DATE - ND 182P. PMM COLLECTION

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; SECONDARY GRADES; POST SECONDARY EDUCATION; INDEPENDENT STUDY; *EMPLOYMENT; OCCUPATIONAL GUIDANCE; *APPRENTICESHIPS; *OCCUPATIONS; FOOD SERVICE WORKERS; *OCCUPATIONAL INFORMATION; *ON THE JOB TRAINING; *BUILDING TRADES; AUTO MECHANICS (OCCUPATION); TOOL AND DIE MAKERS; MACHINISTS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS DOCUMENT CONSISTS OF A SET OF 43 OCCUPATIONAL BRIEFS AND CORRESPONDING DICTIONARY OF OCCUPATIONAL TITLES (DOT) CODE NUMBERS ON A VARIETY OF APPRENTICEABLE JOBS, AND THE INFORMATION MAY BE USEFUL IN GRADES 9-14. JOBS COVERED INCLUDE BUILDING TRADES, MACHINISTS, AUTO MECHANICS, FOUNDRY OCCUPATIONS, LOCKSMITH, GUNSMITH, AND WATCHMAKERS. EACH BRIEF CONCENTRATES ON ONE JOB GIVING A JOB DESCRIPTION, SALARIES, WORKING HOURS, ADVANTAGES, DISADVANTAGES, OPPORTUNITIES FOR ADVANCEMENT, AND PERSONAL, EDUCATIONAL, AND TRAINING REQUIREMENTS. SOURCES OF FURTHER INFORMATION ARE INCLUDED. (PM)

VT 018 071
AVIATION STRUCTURAL MECHANIC E 3 AND 2. RATE TRAINING MANUAL.

NAVAL TRAINING COMMAND, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
NAVPERS-10309-C
PUB DATE - 69 432P.

DESCRIPTORS - *ADULT VOCATIONAL EDUCATION; GOVERNMENT (ADMINISTRATIVE BODY); VISUAL AIDS; VOCATIONAL DEVELOPMENT, INDEXES (LOCATERS); *AVIATION MECHANICS; *MILITARY TRAINING; *MANUALS; *AVIATION TECHNOLOGY; PROMOTION (OCCUPATIONAL); ARMED FORCES; OCCUPATIONAL INFORMATION
IDENTIFIERS - EDUCATIONAL AWARENESS; EMPLOYMENT SKILLS

ABSTRACT - THIS RATE TRAINING MANUAL IS ONE OF A SERIES PREPARED FOR NAVY AND NAVAL RESERVE PERSONNEL WHO ARE STUDYING FOR ADVANCEMENT TO THE AVIATION STRUCTURAL MECHANIC E3 AND 2 RATING. NECESSARY INFORMATION FOR MEETING JOB QUALIFICATIONS IS PROVIDED. THE TEN CHAPTERS COVER: (1) AERONAUTIC PUBLICATIONS, (2) HANDTOOLS, TUBING, AND FLEXIBLE HOSE, (3) CORROSION CONTROL, (4) PRESSURIZATION AND AIR-CONDITIONING SYSTEMS, (5) UTILITY SYSTEMS, (6) GASEOUS OXYGEN SYSTEMS, (7) LIQUID OXYGEN SYSTEMS, (8) EGRESS SYSTEMS, AND (9) LINE OPERATIONS AND MAINTENANCE. A WIDE RANGE OF PHOTOGRAPHS AND LINE DIAGRAMS ILLUSTRATE THE TEXT, WHICH INCLUDES AN INDEX. (AG)

VT 018 307
BENTLEY, R.G., AND OTHERS
GRAPHIC COMMUNICATION SERIES: COMMUNICATING WITH GRAPHICS, ART WORK, IMAGE ASSEMBLY, PHOTO-CONVERSION, IMAGE CARRIER PREPARATION, IMAGE TRANSFER, FINISHING PROCEDURES, AND DECISION MAKING. (TEXT, TRANSPARENCIES, AND TEACHER'S MANUAL).

DOCUMENT NOT AVAILABLE FROM EDRS.
1021-08890
A.B. DICK COMPANY, 5700 TOUHY AVENUE, CHICAGO, ILLINOIS 60648
PUB DATE - 70 467P. PMM COLLECTION

DESCRIPTORS - *CAREER EDUCATION; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; *TRANSPARENCIES; VISUAL ARTS; INDUSTRIAL ARTS; SECONDARY GRADES; *COMMUNICATIONS; PROBLEM SOLVING; *GRAPHIC ARTS; *PHOTOCOMPOSITION; DECISION MAKING
IDENTIFIERS - DECISIONS; *BEGINNING COMPETENCE

ABSTRACT - THIS SERIES IS A COMPLETE TEACHING-LEARNING SYSTEM DESIGNED AND WRITTEN FOR SECONDARY STUDENTS OF GRAPHIC COMMUNICATIONS. THE SERIES CONSISTS OF A TEACHER'S MANUAL, TRANSPARENCY MASTERS, AND EIGHT TEXTBOOKS COVERING THESE TOPICS: (1) COMMUNICATING WITH GRAPHICS, (2) IMAGE TRANSFER, (3) IMAGE CARRIER PREPARATION, (4) PHOTO CONVERSION, (5) IMAGE ASSEMBLY, (6) ARTWORK, (7) DECISION MAKING, AND (8) FINISHING PROCEDURES. (SB)

VT 018 365
HULL MAINTENANCE TECHNICIAN 1 & C. RATE TRAINING MANUAL.

NAVAL TRAINING COMMAND, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
NAVTRA-10574
PUB DATE - 72 217P. REVISED EDITION

DESCRIPTORS - *MILITARY TRAINING; PROMOTION (OCCUPATIONAL); *ADULT VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; TASK PERFORMANCE; *JOB TRAINING; *MANUALS; EMPLOYMENT QUALIFICATIONS; *EQUIPMENT MAINTENANCE; SUBPROFESSIONALS
IDENTIFIERS - *HULL MAINTENANCE TECHNICIAN 1 & C

ABSTRACT - THIS REVISED RATE TRAINING MANUAL FOR NAVY AND NAVAL RESERVE PERSONNEL COVERS THE DUTIES REQUIRED TO PREVENT, MINIMIZE, AND CORRECT THE EFFECTS OF OPERATIONAL AND BATTLE DAMAGE TO SHIPS AND PERSONNEL IN ORDER TO MAINTAIN FIRE POWER, MOBILITY, MANEUVERABILITY, AND BUOYANCY. INFORMATION IS PRESENTED WHICH RELATES TO TASKS REQUIRED TO MEET SHIPBOARD NEEDS--THOSE WHICH ARE ASSIGNED TO THE

JOBS OF HULL MAINTENANCE TECHNICIAN FIRST CLASS AND CHIEF HULL MAINTENANCE TECHNICIAN. THE 14 TOPICAL CHAPTERS COVER: (1) ADVANCEMENT AND RESPONSIBILITIES, (2) SHOP SUPERVISION, (3) SHIP REPAIR, (4) METALLURGY AND HEAT TREATING, (5) WELDING, (6) NONDESTRUCTIVE TESTS AND INSPECTIONS OF WELDS, (7) BOAT REPAIRS, (8) SHIP STABILITY, (9) DAMAGE CONTROL DIAGRAMS AND BLUEPRINTS, (10) THE DAMAGED SHIP, (11) DAMAGE CONTROL, (12) CBR - CONTAMINATION AND DECONTAMINATION, (13) JOB TRAINING, AND (14) SECURITY PROGRAMS. A WIDE RANGE OF PHOTOGRAPHS AND LINE DIAGRAMS ILLUSTRATE THE TEXT, WHICH INCLUDES AN INDEX. (AG)

VT 018 455
GROHE, WILLIAM
PRECISION INSPECTION MANUAL-1.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 174P.

DESCRIPTORS - *STUDY GUIDES; TEACHING GUIDES; SECONDARY GRADES; *HAND TOOLS; *VOCATIONAL EDUCATION; SHOP CURRICULUM; *UNIT PLAN; INSTRUCTIONAL MATERIALS; MEASUREMENT; *MEASUREMENT INSTRUMENTS; EQUIPMENT
IDENTIFIERS - *PRECISION MEASUREMENT

ABSTRACT - THIS MANUAL IS DESIGNED TO ACQUAINT STUDENTS WITH VARIOUS NONPRECISION AND PRECISION TOOLS. FOLLOWING BRIEF INTRODUCTORY MATERIAL ON THE ORIGIN AND HISTORY OF TOOLS, THE MANUAL IS DIVIDED INTO TWO UNITS, EACH OF WHICH IS MADE UP OF A SERIES OF INFORMATION TOPICS. THE FIRST UNIT INCLUDES 15 LESSONS COVERING SUCH NONPRECISION TOOLS AS THE STEEL SCALE, VARIOUS TYPES OF CALIPERS, DIVIDERS, SQUARES, AND GAUGES, WHILE UNIT II PRESENTS 11 LESSONS DEALING WITH MICROMETER INSTRUMENTS. EACH LESSON INCLUDES OBJECTIVES, TOPICAL INFORMATION, FILL-IN STATEMENTS, TRUE OR FALSE TEST, AND ASSIGNMENT TEST. EACH UNIT ALSO PROVIDES A SUMMARY OF IMPORTANT FACTS AND A FINAL ACHIEVEMENT TEST. THE TEXT IS ILLUSTRATED WITH NUMEROUS PHOTOGRAPHS, DRAWINGS, AND DIAGRAMS. (AW)

VT 018 461
HENDERSON, JOSEPH
SCIENTIFIC GLASSBLOWING 1 AND 2. STUDENT MANUAL.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK. N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - SEP72 235P.

DESCRIPTORS - *MANUALS; *VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; *GLASS; *SKILLED OCCUPATIONS; VISUAL AIDS; *STATE CURRICULUM GUIDES; EMPLOYMENT OPPORTUNITIES; DEVELOPMENTAL VOCABULARY; STUDENT TESTING; EDUCATIONAL OBJECTIVES; LEARNING ACTIVITIES; RESOURCE MATERIALS; QUESTIONING TECHNIQUES
IDENTIFIERS - *SCIENTIFIC GLASSBLOWING; EDUCATIONAL AWARENESS

ABSTRACT - THIS STUDENT MANUAL CONTAINS LABORATORY WORKSHEETS, READING MATERIALS, TERM DEFINITIONS, PHOTOGRAPHS AND OTHER VISUAL AIDS, AND RESOURCE MATERIALS FOR A 7-UNIT INTRODUCTORY SCIENTIFIC GLASSBLOWING COURSE AND A FOLLOWING 7-UNIT COURSE, DEVELOPED BY A CONSULTANT AT A COMMUNITY COLLEGE FOR NEW JERSEY VOCATIONAL CURRICULUMS. STUDENT TESTS AND STUDENT RECORD SHEETS ARE INCLUDED. PERFORMANCE OBJECTIVES, CLASSROOM ASSIGNMENTS, RELATED INFORMATION, AND QUESTIONS ARE PRESENTED FOR EACH UNIT. A MAP LOCATING EACH SCIENTIFIC GLASSBLOWER IN THE UNITED STATES IS INCLUDED. (AG)

VT 018 485 ED 070 901
PLUE, WILLIAM V., AND OTHERS
VOCATIONAL EDUCATION CURRICULUM

GUIDE FOR THE HIGH SCHOOL E.M.R.: A FIELD TEST COPY. RESEARCH MONOGRAPH NUMBER 11, VOLUME 2.

UNIVERSITY OF SOUTHERN MISSISSIPPI, HATTIESBURG. BUREAU OF EDUCATIONAL RESEARCH.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL72 343P.

DESCRIPTORS - *VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; *STATE CURRICULUM GUIDES; *HIGH SCHOOL STUDENTS; BEHAVIORAL OBJECTIVES; PSYCHOMOTOR SKILLS; ENVIRONMENTAL INFLUENCES; TEACHING PROCEDURES; SOCIAL MATURITY; *EDUCABLE MENTALLY HANDICAPPED; SKILL DEVELOPMENT; LEARNING ACTIVITIES; RESOURCE MATERIALS; GOAL ORIENTATION; *CURRICULUM DEVELOPMENT
IDENTIFIERS - *MISSISSIPPI

ABSTRACT - THIS VOCATIONAL EDUCATION CURRICULUM GUIDE FOR EDUCABLE MENTALLY HANDICAPPED HIGH SCHOOL STUDENTS, AN OUTGROWTH OF A MISSISSIPPI STATE RESEARCH PROJECT, WAS DEVELOPED BY A PROFESSOR FROM THE UNIVERSITY OF SOUTHERN MISSISSIPPI'S DEPARTMENT OF SPECIAL EDUCATION TO BE FIELD-TESTED, REVISED, AND EXPANDED. UNDER THE GENERAL COMPETENCIES OF PSYCHOMOTOR SKILLS, SOCIAL MATURITY, AND ENVIRONMENTAL CONCERNS, SAMPLE TOPICAL UNITS INCLUDE BEHAVIORAL OBJECTIVES, UNIT RATIONALES, LEARNING ACTIVITIES, AND TEACHING SUGGESTIONS. JOB DESCRIPTION SAMPLES AND SAMPLE WORK PERFORMANCES ARE APPENDED. THIS DOCUMENT IS RELATED TO THREE OTHERS, AVAILABLE AS VT 018 478, VT 018 483, AND VT 018 484 IN ARM VOL.6, NO.2. (AG)

VT 018 515 ED 072 197
TOWNE, DOUGLAS C.;WALLACE, SYDNEY
VOCATIONAL INSTRUCTIONAL MATERIALS FOR STUDENTS WITH SPECIAL NEEDS.

NORTHWEST REGIONAL EDUCATIONAL LAB., PORTLAND, OREG.
OREGON STATE BOARD OF EDUCATION, SALEM. DIV. OF CAREER EDUCATION PROGRAMS.;BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$9.87.
PUB DATE - AUG72 235P.

DESCRIPTORS - *DISADVANTAGED YOUTH; *HANDICAPPED STUDENTS; *DIRECTORIES; *INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; VISUAL AIDS; FEEDBACK; CITATION INDEXES; INDIVIDUALIZED INSTRUCTION
IDENTIFIERS - DICTIONARY OF OCCUPATIONAL TITLES

ABSTRACT - THIS DIRECTORY OF INSTRUCTIONAL MATERIALS IS DESIGNED FOR USE BY VOCATIONAL EDUCATION TEACHERS OF THE DISADVANTAGED OR HANDICAPPED STUDENT. REPRESENTING A NUMBER OF SOURCES AND A VARIETY OF APPROACHES TO CURRICULAR MATERIALS FOR STUDENTS WITH SPECIAL NEEDS, THIS LISTING COVERS 24 TOPICS, FROM INDIVIDUALIZED CURRICULUMS TO INSTRUCTIONAL SUPPORT SYSTEMS. FEDERALLY FUNDED UNDER THE VOCATIONAL EDUCATION AMENDMENTS OF 1968, THE TEXT IS ILLUSTRATED WITH LINE DRAWINGS. EACH INSTRUCTIONAL CATEGORY, SUCH AS OFFICE OCCUPATIONS, IS CROSS-REFERENCED WITH THE DICTIONARY OF OCCUPATIONAL TITLES. INSTRUCTIONS FOR LOCATING MATERIALS UNDER THE APPROPRIATE PROGRAM HEADING, AN EXPLANATION OF THE CODING SYSTEM AND THE METHOD OF ORDERING SELECTED DOCUMENTS FOR PURCHASE FROM THE GOVERNMENT PRINTING OFFICE ARE PROVIDED. FOR EACH DOCUMENT CITATION, THESE NINE AREAS OF INFORMATION ARE GIVEN: (1) TITLE, (2) AUTHOR, (3) CORPORATE AUTHOR, (4) A STATEMENT OF RELEVANT INSTRUCTIONAL AREAS, (5) A BRIEF ANNOTATION OF THE POTENTIAL USE OF THIS MATERIAL, (6) SUBJECT CONTENT, (7) A DESCRIPTION OF THE MATERIALS, (8) THE INSTRUCTIONAL MEDIA, AND (9) THE SOURCE OF THE DOCUMENT. AN EVALUATION FORM IS INCLUDED FOR TEACHER FEEDBACK. (AG)

VT 018 564
HARTMAN, WILLIAM J.
BASIC DRAFTING INSTRUCTIONAL UNITS. CURRICULUM MATERIAL.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER.
MF AVAILABLE IN VT-ERIC SET.
CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER, STATE DEPT. OF VOC-TECH EDUCATION, 1515 W. 6TH AVENUE, STILLWATER, OKLAHOMA 74074 ($12.00)
PUB DATE - 72 524P.

DESCRIPTORS - *STATE CURRICULUM GUIDES; *INSTRUCTIONAL INNOVATION; *TRADE AND INDUSTRIAL EDUCATION; SECONDARY GRADES; TRANSPARENCIES; GOAL ORIENTATION; BEHAVIORAL OBJECTIVES; *DRAFTING; *VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; INSTRUCTIONAL IMPROVEMENT; LEARNING ACTIVITIES; OBJECTIVE TESTS; ANSWER KEYS; MANUFACTURING
IDENTIFIERS - *OKLAHOMA; BEGINNING COMPETENCE

ABSTRACT - THIS COLOR-KEYED STATE CURRICULUM GUIDE IS DESIGNED TO PROVIDE AN INNOVATIVE BASIC CURRICULUM IN DRAFTING AND TO PREPARE STUDENTS FOR MORE ADVANCED STUDIES. DEVELOPED BY A VOCATIONAL DRAFTING INSTRUCTOR AT AN AREA VOCATIONAL CENTER, WITH THE AID OF A STATE CURRICULUM COMMITTEE, THESE 13 INSTRUCTIONAL UNITS SHOULD CONSTITUTE 60 PERCENT OF THE COURSE WORK. INTENDED TO IMPROVE DRAFTING INSTRUCTION UNIFORMLY THROUGHOUT OKLAHOMA, THIS CODED GUIDE PRESENTS GENERAL AND SPECIFIC GOALS AND BEHAVIORAL OBJECTIVES, SUGGESTED LEARNING ACTIVITIES, STUDENT ASSIGNMENT SHEETS, AND INFORMATION SHEETS FOR EACH TOPICAL UNIT. TRANSPARENCIES, OBJECTIVE TESTS, AND ANSWER KEYS ARE INCLUDED. A COURSE RATIONALE PRECEDES INSTRUCTIONS FOR THE USE OF THIS PUBLICATION. (AG)

VT 018 597 ED 073 247
COOPERATIVE OCCUPATIONAL EDUCATION PROGRAMS ADMINISTRATIVE HANDBOOK.

NEW YORK STATE EDUCATION DEPT., ALBANY. OFFICE OF OCCUPATIONAL EDUCATION.
EDRS PRICE MF-$0.65 HC NOT AVAILABLE FROM EDRS.
PUB DATE - 72 92P.

DESCRIPTORS - *COOPERATIVE EDUCATION; *PROGRAM DESCRIPTIONS; *STATE PROGRAMS; *WORK EXPERIENCE PROGRAMS; *ADMINISTRATOR GUIDES; EDUCATIONAL OBJECTIVES; ADMINISTRATIVE ORGANIZATION; PROGRAM PLANNING; PROGRAM ADMINISTRATION; VOCATIONAL EDUCATION
IDENTIFIERS - *NEW YORK

ABSTRACT - THIS ADMINISTRATOR GUIDE DESCRIBES OCCUPATIONAL COOPERATIVE AND WORK-STUDY PROGRAMS IN THE STATE OF NEW YORK, DETAILING THE ADVANTAGES OF COOPERATIVE EDUCATION FOR THE STUDENT, THE SCHOOL, THE EMPLOYER, AND THE COMMUNITY. A RATIONALE FOR WORK EXPERIENCE PROGRAMS PRECEDES A CHART GIVING OBJECTIVES, TIME ALLOTMENTS, STUDENT CHARACTERISTICS, AND OTHER PERTINENT INFORMATION RELATING TO NEW YORK WORK EXPERIENCE PROGRAMS. DIVERSE ADMINISTRATIVE CONSIDERATIONS ARE DISCUSSED, RANGING FROM STAFFING TO PROGRAM PLANNING. PROGRAM FEATURES ARE SPECIFIED FOR EACH TYPE OF COOPERATIVE PROGRAM. LINE DIAGRAMS ILLUSTRATE THE TEXT, WHICH INCLUDES A BIBLIOGRAPHY AND A GLOSSARY. (AG)

VT 018 697 ED 072 244
GREEN, CHARLES
STRENGTH OF MATERIALS—MACHINISTS.

MIDDLESEX COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOLS, NEW BRUNSWICK, N.J.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
EDRS PRICE MF-$0.65 HC NOT AVAILABLE FROM EDRS.
N.J. VOC-TECH CURRICULUM LAB., RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, NEW BRUNSWICK, N.J. 08903 ($2.50)
PUB DATE - JUL71 252P.

DESCRIPTORS - *MANUALS; VISUAL AIDS; SECONDARY GRADES; *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; QUESTIONING TECHNIQUES; *TEXTBOOKS;

MANUFACTURING; RESOURCE MATERIALS; ACHIEVEMENT TESTS; *METALS; *SHOP CURRICULUM; GLOSSARIES; INDUSTRIAL ARTS
IDENTIFIERS - *NEW JERSEY; BEGINNING COMPETENCE

ABSTRACT - INTENDED FOR USE IN A 1-YEAR CURRICULUM IN AN AREA VOCATIONAL HIGH SCHOOL, THIS STUDENT MANUAL FOR MACHINE SHOP WORK WITH INDUSTRIAL METALS CONTAINS 17 INSTRUCTIONAL UNITS, EACH WITH A BEHAVIORAL OBJECTIVE, RELATED INFORMATION, SHOP PROCEDURES, EQUIPMENT AND MATERIALS LISTS, AND STUDENT WORKSHEETS. DEVELOPED BY A REGIONAL GROUP OF TEACHERS AND SUPERVISORS AND TESTED IN FOUR VOCATIONAL SCHOOLS, THIS TEXT WAS PREPARED BY THE CHAIRMAN OF THE DRAFTING DEPARTMENT AT AN AREA VOCATIONAL HIGH SCHOOL. A COURSE RATIONALE, SUPPLIES LIST, A GLOSSARY, REFERENCE LISTS, AND STUDENT ACHIEVEMENT TESTS ARE INCLUDED. WORKING DIAGRAMS AND OTHER VISUAL AIDS ILLUSTRATE THE TEXT. (AG)

VT 018 698 ED 072 245
WASSERMAN, EDWARD
THE RELATED SCIENCE OF COSMETOLOGY.

BERGEN COUNTY VOCATIONAL-TECHNICAL HIGH SCHOOL, HACKENSACK, N.J.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
EDRS PRICE MF-$0.65 HC NOT AVAILABLE FROM EDRS.
N.J. VOC-TECH CURRICULUM LAB., RUTGERS UNIVERSITY, BLDG. 4103, KILMER CAMPUS, NEW BRUNSWICK, N.J. 08903 ($2.00)
PUB DATE - AUG72 145P.

DESCRIPTORS - PREVOCATIONAL EDUCATION; VISUAL AIDS; HUMAN SERVICES; GLOSSARIES; *HIGH SCHOOL CURRICULUM; *STATE CURRICULUM GUIDES; VOCATIONAL DEVELOPMENT; *COSMETOLOGY; REVIEW (REEXAMINATION); LEARNING ACTIVITIES; *TRADE AND INDUSTRIAL EDUCATION; *SCIENCE INSTRUCTION; GOAL ORIENTATION
IDENTIFIERS - *NEW JERSEY

ABSTRACT - INTENDED AS AN INSTRUCTIONAL GUIDE FOR THE USE OF A SCIENCE TEACHER OR BEAUTY CULTURE SHOP TEACHER IN TEACHING THE SCIENTIFIC ASPECTS IN A 1-YEAR PREVOCATIONAL COSMETOLOGY PROGRAM AT AREA VOCATIONAL HIGH SCHOOLS, THIS STATE CURRICULUM GUIDE WAS DEVELOPED BY A COMMITTEE OF VOCATIONAL INSTRUCTORS AND FIELD TESTED IN THREE VOCATIONAL SCHOOLS. AN INTRODUCTORY COURSE RATIONALE PRECEDES 11 TOPICAL UNITS, WHICH FOCUS ON THE FOLLOWING AREAS: (1) HYGIENE AND SANITATION, (2) MICROSCOPIC ORGANISMS, (3) THE HUMAN BODY, (4) THE SKIN, (5) THE HAIR AND SCALP, (6) THE NAIL, (7) THE CHEMISTRY OF HAIR PRODUCTS, (8) CHEMISTRY OF TINTS AND BLEACHES, (9) CHEMISTRY OF COSMETICS, (10) ELECTRICITY IN THE SALON, AND (11) LIGHT IN THE SALON. IMPORTANT TEACHING POINTS ARE SUMMARIZED, REVIEW QUESTIONS ARE PRESENTED, AND LEARNING ACTIVITIES ARE GIVEN FOR EACH OF THE 11 INSTRUCTIONAL UNITS. GLOSSARIES, READING MATERIALS, AND NUMEROUS LINE DIAGRAMS ENRICH THE TEXT. (AG)

VT 018 699 ED 072 246
SCIENTIFIC GLASSBLOWING TECHNOLOGY: A SUGGESTED TWO-YEAR POST HIGH SCHOOL CURRICULUM.

SALEM COUNTY TECHNICAL INST., PENNS GROVE, N.J.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
EDRS PRICE MF-$0.65 HC NOT AVAILABLE FROM EDRS.
N.J. VOC-TECH CURRICULUM LAB., RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, NEW BRUNSWICK, N.J. 08903 ($2.50)
PUB DATE - JAN72 108P.

DESCRIPTORS - *CURRICULUM GUIDES; POST SECONDARY EDUCATION; *GLASS; *TECHNOLOGY; MANUFACTURING; JOB TRAINING; VOCATIONAL DEVELOPMENT; *TECHNICAL EDUCATION; TRADE AND

INDUSTRIAL EDUCATION; RESOURCE MATERIALS; SKILL DEVELOPMENT; PROGRAM PLANNING; *COURSE DESCRIPTIONS; TRAINING OBJECTIVES; PROJECT TRAINING METHODS; CHEMICAL TECHNICIANS
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - THIS CURRICULUM GUIDE, DESIGNED AS AN AID IN PLANNING AND DEVELOPING A 2-YEAR POST-SECONDARY CURRICULUM IN SCIENTIFIC GLASS TECHNOLOGY, PROVIDES GUIDELINES FOR THE USE OF ADMINISTRATORS, SUPERVISORS, AND TEACHERS. DEVELOPED BY A REGIONAL GROUP OF FACULTY AND STAFF AT A TECHNICAL INSTITUTE, THIS SUGGESTED CURRICULUM OUTLINE WOULD ALSO BE APPLICABLE FOR A PART-TIME PROGRAM FOR EMPLOYED ADULTS. A PROGRAM RATIONALE, RESOURCE LISTS, AND DESCRIPTIONS OF LABORATORY EXPERIMENTS ARE INCLUDED. GENERAL PROGRAM DEVELOPMENT CONSIDERATIONS ARE DETAILED, EMPHASIZING THE ROLE OF LIBRARY FACILITIES AND THE USE OF EQUIPMENT CHARACTERISTIC OF SCIENTIFIC GLASSBLOWING TECHNOLOGY. COURSE DESCRIPTIONS FOR FOUR SEMESTERS OF 15 CLASS HOURS AND 15 LAB HOURS EACH ARE PRESENTED, GROUPED INTO THE FOLLOWING CATEGORIES: (1) TECHNICAL COURSES, (2) MATHEMATICS AND SCIENCE COURSES, (3) AUXILIARY OR SUPPORTING TECHNICAL COURSES, AND (4) GENERAL COURSES. BASED UPON THE EXPERIENCE OF EDUCATORS AND INDUSTRIALISTS WITH EXPERIENCE IN SCIENTIFIC GLASSBLOWING TECHNOLOGY, THIS GUIDE SHOULD PROVE VALUABLE FOR DEVELOPING SIMILAR PROGRAMS TO MEET LOCAL AND NATIONAL MANPOWER NEEDS IN THIS FIELD. (AG)

VT 018 720
BALASCO, ROBERT D.
INSTRUMENTATION TECHNOLOGY: A TWO-YEAR, POST SECONDARY CURRICULUM DESIGNED FOR THE ALTOONA AREA VOCATIONAL-TECHNICAL SCHOOL.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 46P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *CURRICULUM GUIDES; POST SECONDARY EDUCATION; *INSTRUMENTATION; INSTRUMENTATION TECHNICIANS; *COURSE CONTENT; *TECHNICAL EDUCATION
IDENTIFIERS - EDUCATIONAL AWARENESS

ABSTRACT - THIS COURSE OUTLINE IS A SUGGESTED CURRICULUM FOR A 2-YEAR FULL-TIME EDUCATIONAL PROGRAM DESIGNED TO TRAIN TECHNICIANS SKILLED IN THE FIELD OF INSTRUMENTATION. EXPLAINING THE NEED FOR KNOWLEDGE IN THIS AREA OF TECHNOLOGY AND THE DEMANDS FOR VARIED CAPABILITIES FOR MEASUREMENT AND CONTROL, EXAMPLES ARE GIVEN OF THE EXPANDING USE OF INSTRUMENTATION IN SPACE TRAVEL AND EXPLORATION, OCEANOGRAPHY, COMPLEX PETROCHEMICAL INDUSTRIES, AND BIOMEDICAL STUDIES. THE JOBS OF INSTRUMENT TECHNICIAN AND REPAIRMAN ARE BRIEFLY DESCRIBED AND PREREQUISITES FOR THE COURSE ARE SUGGESTED. THE DOCUMENT CONTAINS A CURRICULUM SCHEDULE AND AN EXPANDED COURSE OUTLINE OF INSTRUMENTATION TECHNOLOGY. (AUTHOR/DL)

VT 018 730 ED 072 248
ANDERSON, GRADY L.;RIORDAN, RICHARD J.
GEORGIA GUIDEBOOK: JOB PLACEMENT SERVICES.

GEORGIA STATE UNIV., ATLANTA.
GEORGIA STATE DEPT. OF EDUCATION, ATLANTA. DIV. OF VOCATIONAL EDUCATION.
EDRS PRICE MF-$0.65 HC-$3.29.
PUB DATE - 71 61P.

DESCRIPTORS - *EMPLOYMENT SERVICES; *JOB PLACEMENT; ADMINISTRATIVE ORGANIZATION; STATE PROGRAMS; RESOURCE MATERIALS; *VOCATIONAL EDUCATION; BIBLIOGRAPHIES; *LEADERS GUIDES; VOCATIONAL DEVELOPMENT; *PROGRAM DEVELOPMENT; OCCUPATIONAL GUIDANCE; STUDENT TESTING; SUMMATIVE EVALUATION; INSTRUCTOR COORDINATORS; COMMUNITY INVOLVEMENT
IDENTIFIERS - *GEORGIA

ABSTRACT - INTENDED FOR POTENTIAL AND CURRENT JOB PLACEMENT COORDINATORS, THIS GUIDEBOOK

DESCRIBES GEORGIA'S PLACEMENT SERVICE ACTIVITIES IN THE FIVE FOLLOWING AREAS: (1) ORGANIZATION OF A PLACEMENT SERVICE, (2) DEVELOPMENTAL ACTIVITIES, (3) TESTING, (4) INDIVIDUAL AND GROUP WORK ACTIVITIES, AND (5) FOLLOWUP EVALUATION AND RESEARCH. THE TEXT'S INTRODUCTORY RATIONALE MAKES THE ASSUMPTION THAT JOB PLACEMENT, AS A KEY SCHOOL SERVICE, SHOULD PROVIDE COMPREHENSIVE EFFORTS RELATED TO VOCATIONAL PREPARATION BOTH AT THE ELEMENTARY AND SECONDARY LEVELS. RESOURCE MATERIALS AND A BIBLIOGRAPHY ARE APPENDED. THIS LEADER'S GUIDE WAS FUNDED BY MEANS OF A STATE GRANT. (AG)

VT 018 787 ED 073 258
WORKSHOP IN THE PREPARATION OF MEASURABLE PERFORMANCE OBJECTIVES.

FRESNO CITY COLL., CALIF. DIV. OF TECHNICAL AND INDUSTRIAL EDUCATION.; CALIFORNIA COMMUNITY COLLEGES, SACRAMENTO.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$6.58.
PUB DATE - 71 180P.

DESCRIPTORS - *POST SECONDARY EDUCATION; *VOCATIONAL EDUCATION; TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL EDUCATION TEACHERS; JUNIOR COLLEGES; COMMUNITY COLLEGES; INSERVICE TEACHER EDUCATION; *TEACHER WORKSHOPS; *BEHAVIORAL OBJECTIVES; EDUCATIONAL ACCOUNTABILITY; *PERFORMANCE CRITERIA; TASK PERFORMANCE; GOAL ORIENTATION
IDENTIFIERS - *FRESNO CITY COLLEGE

ABSTRACT - IN ORDER TO PRODUCE MEASURABLE PERFORMANCE OBJECTIVES FOR EVERY VOCATIONAL EDUCATION PROGRAM IN THE TECHNICAL AND INDUSTRIAL DIVISION AT A FRESNO COMMUNITY COLLEGE, AN EDUCATIONAL CONSULTANT LED A 4-DAY WORKSHOP FOR 33 COMMUNITY COLLEGE INSTRUCTORS. FUNDED UNDER THE VOCATIONAL EDUCATION ACT OF 1968 IN COOPERATION WITH THE CALIFORNIA COMMUNITY COLLEGES AND THE STATE DEPARTMENT OF EDUCATION, THIS REPORT PRESENTS PERFORMANCE OBJECTIVES DEVELOPED WITHIN EACH INSTRUCTOR'S FIELD. ALTHOUGH EACH OF THE 33 INSTRUCTORS WAS REQUIRED TO PREPARE THE SATISFACTORY MEASURABLE PERFORMANCE OBJECTIVES, ONLY 25 COMPLETED THESE ASSIGNMENTS. FOR EACH GENERAL GOAL, A DESIRED OUTCOME, A PERFORMANCE CRITERION, A RATIONALE, AND CONDITIONS REQUIRED FOR PERFORMING THE OBJECTIVES ARE PROVIDED. FOR THE SPECIFIC TASKS GIVEN TO MEET EACH GOAL, RATIONALES, PERFORMANCE OBJECTIVES, REQUIREMENTS FOR TASK PERFORMANCE, AND PERFORMANCE CRITERIA ARE INCLUDED. THE COMPLETED OBJECTIVES ARE GROUPED ALPHABETICALLY BY PROGRAM TOPICS, RANGING FROM AGRICULTURE TO POLICE SCIENCE. FOLLOW-UP WORK, INCLUDING TASK ANALYSES AND IN-SERVICE TRAINING, IS BEING PLANNED. (AG)

VT 018 805 ED 072 299
RAUDENBUSH, DAVID B.
AUTOMOTIVE POLLUTION CONTROL.

DEPTFORD TOWNSHIP AREA VOCATIONAL SCHOOL, N.J.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
EDRS PRICE MF-$0.65 HC NOT AVAILABLE FROM EDRS.
N.J. VOC-TECH CURRICULUM LAB., RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, NEW BRUNSWICK, N.J. 08903 ($2.00)
PUB DATE - APR73 86P.

DESCRIPTORS - *VOCATIONAL EDUCATION; SECONDARY GRADES; VOCATIONAL DEVELOPMENT; *SUPPLEMENTARY TEXTBOOKS; LEARNING ACTIVITIES; *MANUALS; VISUAL AIDS; LESSON PLANS; *AIR POLLUTION CONTROL; *AUTO MECHANICS
IDENTIFIERS - *NEW JERSEY

ABSTRACT - INTENDED FOR A 1- OR 2-MONTH CURRICULUM IN AUTO MECHANICS, THIS STUDENT MANUAL ON AUTOMOTIVE POLLUTION CONTROL WAS DEVELOPED BY A SUBJECT MATTER SPECIALIST AT AN AREA VOCATIONAL SCHOOL AND TESTED IN A VOCATIONAL AUTO SHOP. INTENDED

EITHER FOR USE IN AN INTEGRATED CURRICULUM OR FOR USE IN TEACHING POLLUTION CONTROL AS A SEPARATE COURSE, THESE 12 INSTRUCTIONAL UNITS CONTAIN LESSONS COVERING THE DESIGN, FUNCTIONING, AND SERVICE PROCEDURES FOR DEVICES USED TO CONTROL CRANKCASE EMISSIONS, EXHAUST EMISSIONS, AND FUEL EVAPORATION IN AUTOMOBILES. FOR EACH LESSON, A BEHAVIORAL OBJECTIVE PRECEDES TOPICAL READING MATERIALS AND QUESTIONS USEFUL FOR REVIEW OR ASSIGNMENT PURPOSES. WORKING DIAGRAMS ILLUSTRATE THE TEXT, WHICH INCLUDES INTRODUCTORY TEACHING SUGGESTIONS. (AG)

VT 018 890 ED 073 272
WHAT EVERY EMPLOYER NEEDS TO KNOW ABOUT OSHA RECORDKEEPING.

BUREAU OF LABOR STATISTICS (DOL), WASHINGTON, D.C.
EDRS PRICE MF-$0.65 HC-$3.29.
BLS-R-412
PUB DATE - 72 34P.

DESCRIPTORS - *FEDERAL LEGISLATION; RESOURCE GUIDES; LABOR STANDARDS; *HEALTH; MEDICAL SERVICES; LABOR CONDITIONS; *RECORDKEEPING; EMPLOYEES; OCCUPATIONAL DISEASES; *INJURIES; *SAFETY; FIRST AID
IDENTIFIERS - *OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970

ABSTRACT - THIS PUBLICATION PRESENTS ANSWERS TO THE QUESTIONS MOST FREQUENTLY ASKED BY EMPLOYERS CONCERNING INJURY AND ILLNESS RECORDKEEPING AND REPORTING REQUIREMENTS UNDER THE WILLIAMS-STEIGER OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970. UNDER THIS ACT, THE BUREAU OF LABOR STATISTICS OF THE U.S. DEPARTMENT OF LABOR IS HELD RESPONSIBLE FOR THE RECORDKEEPING AND REPORTING REQUIREMENTS. TOPICS OF CONCERN ARE LISTED ALPHABETICALLY FOR EASY REFERENCE. ADDRESSES OF OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION REGIONAL OFFICES ARE APPENDED, IN ADDITION TO CHARTS DEPICTING THE CONDITIONS NECESSARY FOR RECORDING OCCUPATIONAL INJURIES OR ILLNESSES UNDER THIS ACT. (AG)

VT 018 944
GROSS, DONALD
BUILDING CONSTRUCTION: SKILLS OUTLINE, BEHAVIORAL OBJECTIVES, INDIVIDUALIZED CURRICULUM.

WARREN COUNTY VOCATIONAL-TECHNICAL SCHOOL, WASHINGTON, N.J.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LAB., RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, N.J. 08903 ($1.50)
PUB DATE - MAR73 41P.

DESCRIPTORS - BUILDINGS (PROCESS); *CONSTRUCTION; SECONDARY GRADES; *CURRICULUM GUIDES; BEHAVIORAL OBJECTIVES; INDIVIDUALIZED CURRICULUM; BUILDING TRADES; MASONRY
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - DEVELOPED BY THE NEW JERSEY STATE DEPARTMENT OF EDUCATION, THIS CURRICULUM GUIDE CONSISTS OF A SKILLS OUTLINE IN BUILDING CONSTRUCTION AND IS DESIGNED FOR ELEVENTH AND TWELFTH GRADE HIGH SCHOOL STUDENTS IN VOCATIONAL TRAINING. THE GUIDE IS DIVIDED INTO THREE GENERAL AREAS: (1) MASONRY, (2) CARPENTRY, AND (3) GENERAL CONTRACTOR. EACH PART CONSISTS OF A LIST OF BEHAVIORAL OBJECTIVES TO BE PERFORMED BY THE STUDENT. SAMPLE PRACTICAL TESTS ARE INCLUDED. (DL)

VT 019 038
STEINGRESS, FREDERICK M., AND OTHERS
OPERATION OF OIL BURNING EQUIPMENT AND INCINERATORS. AIR POLLUTION CONTROL: COURSE OUTLINE AND LESSON PLANS.

BERGEN COUNTY VOCATIONAL-TECHNICAL HIGH SCHOOL, HACKENSACK, N.J.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.

CURRICULUM LAB.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LAB.,
RUTGERS UNIVERSITY, BUILDING 4103,
KILMER CAMPUS, NEW BRUNSWICK, N.J.
08903 ($2.00)
PUB DATE - AUG72 81P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; CURRICULUM GUIDES; LESSON PLANS; SECONDARY GRADES; ADULT EDUCATION; *ENGINEERING EDUCATION; ENGINEERING TECHNOLOGY; *EQUIPMENT UTILIZATION; AIR POLLUTION CONTROL; *COURSE CONTENT; *TEACHING PROCEDURES
IDENTIFIERS - DECISIONS

ABSTRACT - THIS INSTRUCTOR'S MANUAL ON AIR POLLUTION CONTROL IS DESIGNED FOR ADULTS WHO ARE OPERATING OR EXPECT TO OPERATE INCINERATORS OR OTHER EQUIPMENT BURNING RESIDUAL FUELS. THE COURSE CONSISTS OF 10 SESSIONS AND INCLUDES THE FOLLOWING UNITS: (1) AIR POLLUTION, (2) FUEL SYSTEMS, (3) DRAFT SYSTEMS, (4) BURNERS, (5) COMBUSTION, (6) INSTRUMENTS, (7) CONTROLS AND ADJUSTMENTS, (8) OPERATION, AND (9) INCINERATORS. EACH UNIT CONTAINS AN INSTRUCTOR'S LESSON PLAN COMPOSED OF OBJECTIVES, AIDS, PROCEDURES, AND WORKING DRAWINGS. THE MANUAL CONTAINS A FINAL EXAM WHICH MAY BE USED BY THE TEACHERS AND A PROGRAM EVALUATION FORM TO BE COMPLETED BY THE STUDENT. (DL)

VT 019 074
BENZE, ALEXANDER
THE ART OF PHOTOENGRAVING, VOLUME TWO.

MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, N.J.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 285P.

DESCRIPTORS - BEHAVIORAL OBJECTIVES; GLOSSARIES; ACHIEVEMENT TESTS; VISUAL AIDS; *MANUALS; *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL DEVELOPMENT; SEQUENTIAL APPROACH; *PHOTOCOMPOSITION; TEXTBOOK ASSIGNMENTS; *GRAPHIC ARTS; *DEAF EDUCATION; BASIC SKILLS
IDENTIFIERS - *PHOTOENGRAVING

ABSTRACT - DETAILING THE PHOTOENGRAVING PROCESS IN FIVE UNITS, EACH WITH SEQUENTIAL LESSONS, THIS MANUAL DISCUSSES THE BASIC OPERATIONS NECESSARY IN PROCESS PHOTOGRAPHY AND PLATEMAKING. DEVELOPED BY AN INSTRUCTOR IN VOCATIONAL EDUCATION AT A SCHOOL FOR THE DEAF, THESE EXTENSIVE LESSONS FOCUS ON: (1) PASTEUP, (2) PROCESS PHOTOGRAPHY, (3) PLATEMAKING AND ETCHING, (4) FINISHING, AND (5) A DETAILED GLOSSARY OF TECHNICAL TERMS. VARIOUS ACHIEVEMENT TESTS AND PROJECTS FOR STUDENTS TO ACCOMPLISH ARE APPENDED. VISUAL AIDS ILLUSTRATE THE TEXT, WHICH INCLUDES BEHAVIORAL OBJECTIVES, TERM DEFINITIONS, AND STUDENT ASSIGNMENTS. THIS DOCUMENT IS RELATED TO THE FIRST VOLUME, AVAILABLE AS VT 008 925 (AIM WINTER 1969). (AG)

VT 019 123
JOB GRADING STANDARD FOR HEATING AND BOILER PLANT EQUIPMENT MECHANIC WG-5309.

CIVIL SERVICE COMMISSION, WASHINGTON, D.C. BUREAU OF POLICIES AND STANDARDS.
MF AVAILABLE IN VT-ERIC SET.
TS-19; FPM SUPPLEMENT 512-1
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (S/N 0600-0629; $.15)
PUB DATE - JAN72 9P.

DESCRIPTORS - *MECHANICAL DESIGN TECHNICIANS; EQUIPMENT STANDARDS; *FEDERAL LEGISLATION; *MECHANICAL EQUIPMENT; *STANDARDS; *EMPLOYMENT QUALIFICATIONS; ENGINEERING TECHNICIANS; JOB ANALYSIS; OCCUPATIONAL INFORMATION; JOB SKILLS
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THIS PAMPHLET DESCRIBES FEDERALLY IMPOSED STANDARDS FOR HEATING AND BOILER PLANT EQUIPMENT MECHANICS. THESE STANDARDS COVER NONSUPERVISORY WORK TO INSTALL, MAINTAIN, REPAIR, AND MODIFY EQUIPMENT SUCH AS COAL, GAS, AND OIL FIRED HEATERS AND HOT AIR FURNACES, HIGH AND LOW PRESSURE STEAM AND HOT WATER BOILERS, POWER GENERATING EQUIPMENT, AND SIMILAR SYSTEMS. (AUTHORS/DL)

VT 019 135
TREADWELL, DONNIE E., AND OTHERS
CURRICULUM GUIDE FOR AUTO MECHANICS, 1972.

BEGGS EDUCATIONAL CENTER, PENSACOLA, FLA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 213P.

DESCRIPTORS - *CURRICULUM GUIDES; BEHAVIORAL OBJECTIVES; *AUTO MECHANICS (OCCUPATION); *OCCUPATIONAL INFORMATION; *VOCATIONAL EDUCATION; *ACADEMICALLY HANDICAPPED; DISADVANTAGED YOUTH; TASK ANALYSIS; OBJECTIVE TESTS; VISUAL AIDS; COURSE DESCRIPTIONS; JOB ANALYSIS; MECHANICS (PROCESS); BASIC SKILLS
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THIS CURRICULUM GUIDE FOR AN AUTO MECHANICS COURSE FOR ACADEMICALLY HANDICAPPED AND DISADVANTAGED STUDENTS BETWEEN THE AGES OF 13 AND 18 INCLUDES A BRIEF COURSE DESCRIPTION, COURSE PREREQUISITES, AND EXTENSIVE OCCUPATIONAL INFORMATION. FOR EACH MECHANICAL OCCUPATION, BEHAVIORAL OBJECTIVES, VISUAL AIDS, OBJECTIVE TESTS, AND TASK PERFORMANCE ANALYSES ARE GIVEN. THE FOLLOWING OCCUPATIONS ARE DESCRIBED: (1) SERVICE STATION ATTENDANT, (2) BRAKE AND ALIGNMENT MECHANIC, (3) TUNE-UP MECHANIC, (4) POWER SYSTEM MECHANIC, AND (5) SMALL ENGINE MECHANIC, SUCH AS LAWN MOWER, CHAIN SAW, AND MARINE MECHANICAL WORK. THIS DOCUMENT WAS DEVELOPED BY VOCATIONAL AND ACADEMIC TEACHERS AND COORDINATORS, AND A CURRICULUM SPECIALIST. (AG)

VT 019 167
DICKEY, FLOYD M.
CURRICULUM GUIDE FOR BEGINNING METALS.

SOUTH BEND COMMUNITY SCHOOL CORP., IND.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 19P.

DESCRIPTORS - *CURRICULUM GUIDES; SECONDARY GRADES; *INDUSTRIAL ARTS; *METALS; *WORKSHEETS; TEACHING GUIDES; OCCUPATIONAL INFORMATION; *METAL WORKING OCCUPATIONS

ABSTRACT - THIS CURRICULUM GUIDE, DEVELOPED BY THE INDUSTRIAL EDUCATION DEPARTMENT OF A LOCAL SCHOOL SYSTEM, OUTLINES THE MATERIAL TO BE COVERED IN ORDER TO INTRODUCE BEGINNING STUDENTS IN INDUSTRIAL ARTS CLASSES TO THE METAL INDUSTRY IN GENERAL, SPECIFIC PROCESSES USED IN THE TRADE, AND APPROPRIATE BEHAVIOR AND ATTITUDES TOWARD METAL WORKING AS AN OCCUPATION. THE COURSE OUTLINE CONTAINS A LIST OF SPECIFIC OBJECTIVES AND 15 PAGES OF WORKSHEETS WHICH THE STUDENT CAN USE IN HIS CLASSROOM STUDY. (DL)

VT 019 175
PARKS, DAVE; KOWALKE, LINDA
BUILDING MAINTENANCE: BUILDING MAINTENANCE MACHINE OPERATOR.

ORANGE COUNTY PUBLIC SCHOOLS, ORLANDO, FLA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 91P.

DESCRIPTORS - *TEACHING GUIDES; *VOCATIONAL EDUCATION; SECONDARY GRADES; *MACHINE REPAIRMEN; EQUIPMENT MAINTENANCE; JOB TRAINING; *COURSE CONTENT; *BEHAVIORAL OBJECTIVES; TEACHING PROCEDURES; RESOURCE MATERIALS; WORKSHEETS; TEACHER EVALUATION
IDENTIFIERS - EMPLOYMENT SKILLS; BEGINNING COMPETENCE

ABSTRACT - THIS TEACHING GUIDE IS DESIGNED TO FACILITATE THE TRAINING OF SECONDARY LEVEL STUDENTS AS

BUILDING MAINTENANCE MACHINE OPERATORS. THE GUIDE CONTAINS A PREREQUISITE TEST, A LIST OF JOB OBJECTIVES, TASK DETAILING SHEETS AND A SERIES OF UNIT PLANS. UNITS IN THE SERIES FOCUS ON THE FOLLOWING TOPICS: (1) MACHINE SELECTION, (2) PAPOOSE VACUUM CLEANER, (3) CARPETWIN VACUUM CLEANER, (4) GYRO AND PACEMAKER FLOOR MAINTENANCE, (5) CONVERTOMATIC FLOOR MACHINE, (6) PRESSURE WASHER, (7) CARPETRON SHAMPOO MACHINE, AND (8) FOAMATIC SHAMPOO MACHINE. EACH UNIT HAS STUDY SHEETS AND STUDY QUESTIONS, A PRE AND POST TEST AND A TEACHER EVALUATION SHEET. (DL)

VT 019 237
O'REILLEY, WILLIAM
ART AND DESIGN--PAINTERS, VOLUME IV.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; MIDDLESEX COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOLS, NEW BRUNSWICK, N.J.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LABORATORY, RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, NEW BRUNSWICK, N.J. 08903 ($1.50)
PUB DATE - JUL57 94P.

DESCRIPTORS - *CURRICULUM GUIDES; *INSTRUCTIONAL MATERIALS; SECONDARY GRADES; *VOCATIONAL EDUCATION; *PAINTING; DESIGN; ART; *COURSE CONTENT; EDUCATIONAL OBJECTIVES
IDENTIFIERS - CAREER AWARENESS; EMPLOYMENT SKILLS

ABSTRACT - ONE OF A SERIES OF CURRICULUM MATERIALS ON VOCATIONAL EDUCATION, THIS DOCUMENT ON ART AND DESIGN CONSISTS OF THREE BASIC UNITS OF INSTRUCTION INCLUDING THE FOLLOWING: (1) DEVELOPMENT OF LAYOUTS, (2) POSTERS AND SIGNS, AND (3) DECORATION. EACH UNIT INCLUDES A SERIES OF INFORMATION SHEETS ON WHICH ARE INCLUDED A SPECIFIC STATEMENT OF THE OBJECTIVES TO BE ATTAINED, RELATED INFORMATION, AND ASSIGNMENTS. ALSO INCLUDED IN EACH UNIT ARE JOB SHEETS WHICH ATTEMPT TO COORDINATE THE USE OF TOOLS AND MATERIALS WITH SPECIFIC INSTRUCTIONAL PROCEDURES. EACH UNIT CONTAINS A NUMBER OF DRAWINGS AND AN ACHIEVEMENT TEST. (DL)

VT 019 239
O'REILLEY, WILLIAM
ART AND DESIGN--PAINTERS, VOLUME I.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; MIDDLESEX COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOLS, NEW BRUNSWICK, N.J.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LABORATORY, RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, NEW BRUNSWICK, N.J. 08903 ($1.50)
PUB DATE - JUL57 118P.

DESCRIPTORS - *STUDY GUIDES; SECONDARY GRADES; *VOCATIONAL EDUCATION; UNIT PLANS; ART; DESIGN; *PAINTING; *EDUCATIONAL OBJECTIVES; *COURSE CONTENT; REFERENCE MATERIALS
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - THIS STUDENT GUIDE ON ART AND DESIGN IS THE FIRST VOLUME IN A 3-VOLUME SERIES RELATING TO VOCATIONAL TRAINING IN PAINTING AND DECORATING. THE THREE UNITS OF STUDY INCLUDED IN THE BOOKLET ARE: (1) USE OF DRAWING INSTRUMENTS, (2) LETTERING, AND (3) ELEMENTS AND PRINCIPLES OF DESIGN. EACH UNIT CONTAINS AN INFORMATION SHEET, JOB SHEETS, AND AN ACHIEVEMENT TEST. EACH OF THE SHEETS CONTAINS CLEARLY-SPECIFIED OBJECTIVES, CONTENT MATERIAL AND TASK PROCEDURES, ASSIGNMENTS, AND REFERENCE MATERIALS. NUMEROUS DRAWINGS ARE PROVIDED THROUGHOUT THE DOCUMENT. (DL)

VT 019 293
KINZER, ALLEN D.
VOCATIONAL DRAFTING CURRICULUM GUIDE.

VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG. DEPT. OF EDUCATION.; VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND. TRADE AND INDUSTRIAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - APR72 110P. DEVELOPED IN CURRICULUM DEVELOPMENT CLASS (VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG, VA., SUMMER, 1971).

DESCRIPTORS - *VOCATIONAL EDUCATION; SECONDARY GRADES; *TRADE AND INDUSTRIAL EDUCATION; *DRAFTING; *CURRICULUM GUIDES; CURRICULUM DEVELOPMENT; *TEACHING GUIDES; INSTRUCTIONAL AIDS; TIME BLOCKS

ABSTRACT - PREPARED BY A GROUP OF VOCATIONAL INSTRUCTORS, THIS CURRICULUM OUTLINE FOR DRAFTING IS DESIGNED FOR USE BY INSTRUCTORS IN FORMULATING COURSES OF STUDY FOR VOCATIONAL DRAFTING CLASSES AT THE ELEVENTH AND TWELFTH GRADE LEVELS. THE GUIDE IS DEVELOPED WITH A COMMON CURRICULUM FOR THE DRAFTING OPTIONS OF MACHINE DRAFTING, ARCHITECTURAL DRAFTING, AND CIVIL DRAFTING FOR THE FIRST YEAR (540 HOURS). THE SECOND YEAR PERMITS AN OPTION IN A SPECIALTY. THE TIME BLOCK ORGANIZATION OF COURSES IS PRESENTED ALONG WITH SPECIFIC UNITS OF INSTRUCTION, SUGGESTED TEACHING METHODS AND A CODED SYSTEM OF INSTRUCTIONAL AIDS. SAMPLE LESSON PLANS, JOB SHEETS, INFORMATION SHEETS, AND A BIBLIOGRAPHY ARE APPENDED. (KH)

VT 019 313
CHERVENAK, FRANCIS; MANCUSO, JOSEPH J.
PRINCIPLES OF ELECTRIC WIRING.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; ESSEX COUNTY VOCATIONAL SCHOOLS, EAST ORANGE, N.J.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LABORATORY, RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, NEW BRUNSWICK, NJ 08903 ($2.50)
PUB DATE - DEC69 257P.

DESCRIPTORS - *VOCATIONAL EDUCATION; SECONDARY GRADES; *ELECTRIC CIRCUITS; ELECTRICITY; *ELECTRICAL SYSTEMS; *WORKBOOKS; *INSTRUCTIONAL MATERIALS; SCHOOLSHOPS

ABSTRACT - PREPARED BY TWO VOCATIONAL INSTRUCTORS, THIS SHOP WORKBOOK FOR ELECTRICAL WIRING IS INTENDED FOR USE BY VOCATIONAL STUDENTS IN GRADES 9 AND 10. BESIDES TEACHING THE FUNDAMENTALS OF WIRING, THE COURSE IS DESIGNED TO HELP THE STUDENT DEVELOP CONFIDENCE, MATURITY, AND PRIDE IN HIS WORK. THE COURSE COVERS SAFETY PROCEDURES, TOOL USE, MAINTENANCE, AND SUCH OPERATIONS AS SPLICING, SIGNAL WIRING, CIRCUITRY, ANNUNCIATOR WIRING, BURGLAR ALARM WIRING, CABLE WIRING, AND CONDUIT WIRING. EACH CHAPTER IS ACCOMPANIED BY NUMEROUS DRAWINGS AND DIAGRAMS TO ILLUSTRATE THE WRITTEN TEXT. (KH)

VT 019 330
ANDERSON, WILLIAM H., AND OTHERS
A CURRICULUM GUIDE FOR INDUSTRIAL ELECTRICITY.

MAINE STATE DEPT. OF EDUCATION, AUGUSTA. BUREAU OF VOCATIONAL EDUCATION; MAINE UNIV., PORTLAND.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN71 71P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *CURRICULUM GUIDES; ELECTRICITY; OCCUPATIONAL INFORMATION; *ELECTRICAL OCCUPATIONS; PROGRAM PLANNING; *INDUSTRIAL TECHNOLOGY; RESOURCE MATERIALS; BEHAVIORAL OBJECTIVES; COURSE DESCRIPTIONS; GLOSSARIES; BIBLIOGRAPHIES; VOCATIONAL DEVELOPMENT; SECONDARY GRADES; POST SECONDARY EDUCATION; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THIS FLEXIBLE CURRICULUM

GUIDE IN INDUSTRIAL ELECTRICITY WILL PROVE USEFUL FOR BEGINNING AND EXPERIENCED TEACHERS IN VOCATIONAL PROGRAM PLANNING. DEVELOPED BY TEACHERS OF VOCATIONAL AND TECHNICAL EDUCATION, EDUCATORS AT THE UNIVERSITY OF MAINE, AND THE MAINE BUREAU OF VOCATIONAL EDUCATION, THIS GUIDE INCLUDES A RATIONALE, NINE JOB DESCRIPTIONS WITH RESOURCE ADDRESSES, 37 BRIEF UNIT DESCRIPTIONS, A GLOSSARY, AND BIBLIOGRAPHIES. LISTS OF STUDENT AND TEACHER REQUIREMENTS, AN OCCUPATIONAL FLOW CHART, AN OCCUPATIONAL TASK ANALYSIS CHART, AND OTHER RESOURCE MATERIALS ARE PROVIDED. EACH UNIT DESCRIPTION GIVES UNIT PREREQUISITES, THE UNIT SCOPE AND SEQUENCE, BEHAVIORAL OBJECTIVES, AND TOOL AND EQUIPMENT LISTS. (AG)

VT 019 337
DEMERS, ALCIDE, AND OTHERS
A CURRICULUM GUIDE FOR AUTOMOTIVE TECHNOLOGY.

MAINE STATE DEPT. OF EDUCATION, AUGUSTA. BUREAU OF VOCATIONAL EDUCATION; MAINE UNIV., PORTLAND.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL70 70P.

DESCRIPTORS - *VOCATIONAL EDUCATION; SECONDARY GRADES; VOCATIONAL DEVELOPMENT; *CURRICULUM GUIDES; BEHAVIORAL OBJECTIVES; RESOURCE MATERIALS; MANUFACTURING; *COURSE DESCRIPTIONS; *AUTO MECHANICS; AUTO MECHANICS (OCCUPATION); OCCUPATIONAL INFORMATION; *ELECTROMECHANICAL TECHNOLOGY; INDUSTRIAL TRAINING; TEACHING GUIDES
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THIS FLEXIBLE CURRICULUM GUIDE FOR AUTOMOTIVE TECHNOLOGY, AS THE FIRST IN A SERIES, INCLUDES A RATIONALE, GENERAL AND SPECIFIC BEHAVIORAL OBJECTIVES, TEACHING SUGGESTIONS, 25 BRIEF INSTRUCTIONAL UNIT DESCRIPTIONS WITH EQUIPMENT LISTS, AND 4 SAMPLE JOB SHEETS. A GLOSSARY, A BIBLIOGRAPHY, LISTS OF STUDENT AND TEACHER REQUIREMENTS, AND OTHER RESOURCE MATERIALS ARE PROVIDED. THIS DOCUMENT WAS DEVELOPED BY VOCATIONAL INSTRUCTORS AT THE HIGH SCHOOL AND VOCATIONAL SCHOOL LEVELS, EDUCATORS AT UNIVERSITY OF MAINE AND THE MAINE BUREAU OF VOCATIONAL EDUCATION. THIS GUIDE WILL PROVE USEFUL IN VOCATIONAL PROGRAM PLANNING BOTH FOR BEGINNING AND EXPERIENCED TEACHERS, AS WELL AS FOR GUIDANCE PERSONNEL AND ADMINISTRATORS. (AG)

VT 019 341
CROCKETT, JOHN D., AND OTHERS
A CURRICULUM GUIDE FOR MACHINE TOOL TECHNOLOGY.

MAINE STATE DEPT. OF EDUCATION, AUGUSTA. BUREAU OF VOCATIONAL EDUCATION; MAINE UNIV., PORTLAND.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL70 56P.

DESCRIPTORS - *CURRICULUM GUIDES; CURRICULUM DEVELOPMENT; *MACHINE TOOLS; *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; *OCCUPATIONAL INFORMATION; VOCATIONAL EDUCATION; ENTRY WORKERS; MACHINE TOOL OPERATORS

ABSTRACT - THIS SPIRAL-BOUND CURRICULUM GUIDE WAS DEVELOPED THROUGH THE COOPERATIVE EFFORTS OF A MAINE EDUCATIONAL AGENCY AND A GROUP OF TEACHERS OF VOCATIONAL AND TECHNICAL EDUCATION. DESIGNED FOR USE BY VOCATIONAL SCHOOL TEACHERS IN PLANNING PROGRAMS OF INSTRUCTION THAT WILL BENEFIT STUDENTS SEEKING EMPLOYMENT IN THE WORLD OF WORK, THIS GUIDE PROVIDES AN ANALYSIS OF VARIOUS OCCUPATIONS IN THE FIELD OF MACHINE TOOL TECHNOLOGY AND A SERIES OF INSTRUCTIONAL UNITS NECESSARY FOR EACH OCCUPATION AT JOB ENTRY LEVEL. A MATRIX OF OCCUPATIONS AND TEACHING UNITS PERMITS THE TEACHER TO MAKE FLEXIBLE UTILIZATION OF THE GUIDE BY MATCHING A DESIRED JOB TASK WITH AN OCCUPATIONAL PREPARATION. EACH UNIT CONTAINS A BRIEF DESCRIPTION OF CONTENT, THE EXPECTED STUDENT GOALS, PREREQUISITES FOR THE UNIT, AND EQUIPMENT NEEDED. INCLUDED ARE A GLOSSARY, A LIST OF RESOURCE MATERIALS, A SAMPLE UNIT, AND A

SUGGESTED STUDENT EVALUATION SHEET. (KH)

VT 019 372
NATIONAL APPRENTICESHIP AND TRAINING STANDARDS FOR THE ELECTRICAL CONTRACTING INDUSTRY.

NATIONAL JOINT APPRENTICESHIP AND TRAINING COMMITTEE FOR THE ELECTRICAL INDUSTRY, WASHINGTON, D.C.
MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. BUREAU OF APPRENTICESHIP AND TRAINING.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 40P. 1971 REVISION.

DESCRIPTORS - *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; *STANDARDS; ELECTRICAL OCCUPATIONS; BUILDING TRADES; CONSTRUCTION INDUSTRY
IDENTIFIERS - ELECTRICAL CONTRACTING INDUSTRY

ABSTRACT - THIS DOCUMENT CONTAINS A STATEMENT OF NATIONAL APPRENTICESHIP AND TRAINING STANDARDS FOR THE ELECTRICAL CONTRACTING INDUSTRY. THE OBJECT OF THESE NATIONAL STANDARDS IS TO INSURE A SUFFICIENT SUPPLY OF THOROUGHLY TRAINED ELECTRICIANS TO CARRY ON THE TRADITION OF CRAFTSMANSHIP IN THE RESPECTIVE BRANCHES OF THE ELECTRICAL INDUSTRY. THE BOOKLET ALSO CONTAINS AN ANALYSIS OF THE TRADE, A STATEMENT ON THE SCOPE AND RESPONSIBILITY OF THE TRADE. (DL)

VT 019 388
VOCATIONAL BUILDING TRADES CURRICULUM GUIDE.

VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG. DEPT. OF EDUCATION.; VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND. TRADE AND INDUSTRIAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - APR72 62P.

DESCRIPTORS - *CURRICULUM GUIDES; CURRICULUM DEVELOPMENT; TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; SECONDARY GRADES; *TIME BLOCKS; *OCCUPATIONAL CLUSTERS; *BUILDING TRADES; INSTRUCTIONAL AIDS

ABSTRACT - DEVELOPED BY A GROUP OF BUILDING TRADES INSTRUCTORS, THIS CURRICULUM GUIDE IS INTENDED FOR USE PRIMARILY BY INSTRUCTORS IN DAY TRADES CLASSES AT THE TENTH, ELEVENTH, AND TWELFTH GRADE LEVELS. THE PURPOSE OF THE BUILDING TRADES CLUSTER CURRICULUM IS TO PREPARE THE STUDENTS TO ENTER THE CONSTRUCTION INDUSTRY WITH SUFFICIENT SKILLS IN SEVERAL RELATED TRADES TO BE COMPETENT ASSISTANTS TO SKILLED TRADESMEN. EMPHASIZING LIGHT OR RESIDENTIAL TYPE OF CONSTRUCTION, THE GUIDE MAY BE USED OVER A 2-YEAR PERIOD FOR A TOTAL OF 1080 HOURS OF INSTRUCTION. BASED ON A TIME BLOCK ORGANIZATION, THE GUIDE OFFERS SUGGESTIONS FOR TEACHING UNITS, TYPES OF CLASSROOM ACTIVITIES, AND A CODED LISTING OF INSTRUCTIONAL AIDS. SAMPLE LESSON PLANS, INFORMATION SHEETS, AND JOB SHEETS ARE INCLUDED IN THE APPENDIX. (KH)

VT 019 393
ENVIRONMENTAL HEALTH AND SAFETY IN THE CONSTRUCTION INDUSTRIES: COURSE 302.

OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OSHA-2044
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (S/N 2915-0019; $1.50)
PUB DATE - 72 116P.

DESCRIPTORS - *CONSTRUCTION INDUSTRY; *SAFETY; SAFETY EDUCATION; INSERVICE COURSES; COURSE CONTENT; *HAND TOOLS; *SLIDES; *VOCATIONAL EDUCATION

ABSTRACT - THIS COURSE IN SAFETY IN THE CONSTRUCTION INDUSTRIES HAS BEEN DEVELOPED BY A FEDERAL AGENCY FOR USE AS A 30-HOUR PRESENTATION ASSUMING AVERAGE DISCUSSION PERIODS IN ADDITION TO THE INSTRUCTOR PRESENTATION. THE COURSE IS

DESIGNED AROUND A SERIES OF SLIDES DEPICTING VARIOUS SAFETY PROBLEMS AND PRECAUTIONS IN THE BUILDING INDUSTRY. INCLUDED ARE UNITS ON PERSONAL PROTECTIVE EQUIPMENT, MANUAL AND POWERED HAND TOOLS, LADDERS, SCAFFOLDS, RIGGING, SLINGS, AND CHAINS. A SUMMARY AND A BIBLIOGRAPHY COMPLETE THE COURSE. RELATED DOCUMENTS ARE AVAILABLE IN THIS ISSUE AS VT 019 394-VT 019 397. (KH)

VT 019 394
ENVIRONMENTAL HEALTH AND SAFETY IN THE CONSTRUCTION INDUSTRIES: COURSE 303.

OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OSHA-2044
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (S/N 2915-0020; $1.50)
PUB DATE - 72 116P.

DESCRIPTORS - *CONSTRUCTION INDUSTRY; *SAFETY; SAFETY EDUCATION; INSERVICE COURSES; COURSE CONTENT; *SLIDES; *WELDING; BUILDING TRADES; *VOCATIONAL EDUCATION

ABSTRACT - THIS COURSE IN SAFETY IN THE CONSTRUCTION INDUSTRIES HAS BEEN DEVELOPED BY A FEDERAL AGENCY FOR USE AS A 30-HOUR PRESENTATION, ASSUMING AVERAGE DISCUSSION PERIODS IN ADDITION TO THE INSTRUCTOR PRESENTATION. THE COURSE IS DESIGNED AROUND A SERIES OF SLIDES DEPICTING VARIOUS SAFETY PROBLEMS AND PRECAUTIONS IN THE BUILDING INDUSTRY. INCLUDED ARE UNITS ON SUCH SUBJECTS AS POWER EQUIPMENT, CRANES, HOISTS, WELDING, AND FLAMMABLE LIQUIDS. A SUMMARY AND A BIBLIOGRAPHY COMPLETE THE COURSE. RELATED DOCUMENTS ARE AVAILABLE IN THIS ISSUE AS VT 019 393-VT 019 397. (KH)

VT 019 395
ENVIRONMENTAL HEALTH AND SAFETY IN THE CONSTRUCTION INDUSTRIES: COURSE 304.

OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OSHA-2044
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (S/N 2915-0021; $1.50)
PUB DATE - 72 112P.

DESCRIPTORS - *CONSTRUCTION INDUSTRY; *SAFETY; *SAFETY EDUCATION; INSERVICE COURSES; COURSE CONTENT; *SLIDES; *CEMENT INDUSTRY; TRAFFIC CONTROL; *VOCATIONAL EDUCATION

ABSTRACT - THIS COURSE IN SAFETY IN THE CONSTRUCTION INDUSTRIES HAS BEEN DEVELOPED BY A FEDERAL AGENCY FOR USE AS A 30-HOUR PRESENTATION, ASSUMING AVERAGE DISCUSSION PERIODS IN ADDITION TO THE INSTRUCTOR PRESENTATION. THE COURSE IS DESIGNED AROUND A SERIES OF SLIDES DEPICTING VARIOUS SAFETY PROBLEMS AND PRECAUTIONS IN THE BUILDING INDUSTRY. INCLUDED ARE UNITS ON BLASTING, EXCAVATION PROCEDURES, TRAFFIC CONTROL, AND CONCRETE CONSTRUCTION. A SUMMARY OF THE COURSE AND A BIBLIOGRAPHY ARE PROVIDED. RELATED DOCUMENTS ARE AVAILABLE IN THIS ISSUE AS VT 019 393-VT 019 397. (KH)

VT 019 396
ENVIRONMENTAL HEALTH AND SAFETY IN THE CONSTRUCTION INDUSTRIES: COURSE 305.

OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OSHA-2044
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (S/N 2915-0022; $1.50)
PUB DATE - ND 121P.

DESCRIPTORS - *CONSTRUCTION INDUSTRY; *SAFETY; SAFETY EDUCATION; INSERVICE COURSES; COURSE CONTENT; *SLIDES; *STEEL INDUSTRY; BUILDING TRADES; *VOCATIONAL EDUCATION

ABSTRACT - THIS COURSE IN SAFETY IN THE CONSTRUCTION INDUSTRIES HAS BEEN DEVELOPED BY A FEDERAL AGENCY FOR USE AS A 30-HOUR PRESENTATION, ASSUMING AVERAGE DISCUSSION PERIODS IN ADDITION TO THE INSTRUCTOR PRESENTATION. THE COURSE IS DESIGNED AROUND A SERIES OF SLIDES DEPICTING VARIOUS SAFETY PROBLEMS AND PRECAUTIONS IN THE BUILDING INDUSTRY. INCLUDED ARE UNITS ON SUCH SUBJECTS AS MARINE OPERATIONS, STEEL TOWER AND BRIDGE ERECTION, TUNNELING, AND DEMOLITION. A SUMMARY OF THE COURSE AND A BIBLIOGRAPHY ARE PROVIDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 019 393-VT 019 397. (KH)

VT 019 542
STREATER, BILLY F.
SUPERVISED STUDY GUIDE FOR MACHINIST (600.280), ASSIGNMENT TESTS AND ANSWER BOOK.

TEXAS UNIV., AUSTIN. DIV. OF EXTENSION.; TEXAS EDUCATION AGENCY, AUSTIN.
DOCUMENT NOT AVAILABLE FROM EDRS.
INSTRUCTIONAL MATERIALS, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 (STUDY GUIDE AND ASSIGNMENT TESTS $8.50; ANSWER BOOK $4.00)
PUB DATE - JAN72 261P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *SUPERVISION; TECHNICAL EDUCATION; *STUDY GUIDES; ANSWER KEYS; OBJECTIVE TESTS; BEHAVIORAL OBJECTIVES; RESOURCE MATERIALS; *MACHINISTS; SECONDARY GRADES; COOPERATIVE EDUCATION; STUDENT RECORDS; *TEXTBOOK ASSIGNMENTS; BIBLIOGRAPHIES
IDENTIFIERS - *TEXAS

ABSTRACT - THIS STUDY GUIDE FOR THE OCCUPATION OF MACHINIST IS INTENDED FOR USE IN PRESENTING RELATED TECHNICAL INSTRUCTION TO TRADE AND INDUSTRIAL EDUCATION STUDENTS ON A SUPERVISED BASIS. SEPARATE EXTENSIVE ASSIGNMENT TESTS AND ANSWER BOOKS ARE PROVIDED FOR THIS DOCUMENT, WHICH IS 3-HOLE PUNCHED FOR INSERTION INTO A NOTEBOOK. FOR EACH SUBJECT AREA, BEHAVIORAL OBJECTIVES, RESOURCE LISTS, AND STUDENT EXERCISES ARE INCLUDED. STUDENT RECORD SHEETS AND A BIBLIOGRAPHY ARE PROVIDED FOR THE USE OF THE SUBJECT-MATTER TEACHER OR THE INSTRUCTOR-COORDINATOR IN A PLANNED 2-YEAR COOPERATIVE WORK EXPERIENCE PROGRAM. (AG)

VT 019 543
GRIMES, L.A., JR.
TOOLS FOR WOODWORKING TRADES, AND INDUSTRIAL EDUCATION MANUAL.

TEXAS UNIV., AUSTIN. DIV. OF EXTENSION.; TEXAS EDUCATION AGENCY, AUSTIN. DEPT. OF OCCUPATIONAL AND TECHNICAL EDUCATION.
DOCUMENT NOT AVAILABLE FROM EDRS.
INSTRUCTIONAL MATERIALS, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($9.00)
PUB DATE - 72 220P.

DESCRIPTORS - *MANUALS; TRADE AND INDUSTRIAL EDUCATION; *WOODWORKING; HAND TOOLS; MACHINE TOOLS; *INSTRUCTIONAL MATERIALS; *INDUSTRIAL EDUCATION
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THIS MANUAL CONTAINS THREE SECTIONS, ONE ON HAND TOOLS, ONE ON PROTABLE TOOLS, AND ONE ON STATIONARY POWER TOOLS. EACH TOOL IS DESCRIBED AND ITS RELATION TO OTHER TOOLS, THE PROCEDURES USED FOR VARIOUS OPERATIONS, THE NECESSARY ADJUSTMENTS, AND THE PROPER SHARPENING PROCEDURES ARE DISCUSSED. TO GIVE THE WOODWORKER A TRUE PICTURE OF OPERATIONS OR PARTS INVOLVED, STEP-BY-STEP ILLUSTRATIONS ARE USED THROUGHOUT THE MANUAL, AND SAFETY RULES AND PRECAUTIONS ARE LISTED THROUGHOUT THE MANUAL TO ENCOURAGE THE WOODWORKER TO DEVELOP A HABIT OF PRACTICING SAFETY FROM THE BEGINNING. THIS MANUAL IS DESIGNED SO THAT IT MAY BE USED IN ALL TYPES OF TRADE AND INDUSTRIAL CLASSES--DAY-TRADE PREPARATORY, TRADE EXTENSION, AND INDUSTRIAL COOPERATIVE--AS WELL AS IN TRADES OR OCCUPATIONS INVOLVING BASIC WOODWORKING TOOLS AND OPERATIONS.

(AUTHORS/DL)

VT 019 874
REFRESHER COURSES FOR PRIVATE AND COMMERCIAL PILOTS.

FEDERAL AVIATION ADMINISTRATION (DOT), WASHINGTON, D.C. FLIGHT STANDARDS SERVICE.
MF AVAILABLE IN VT-ERIC SET.
AC-61-10A
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (TD4.408G99, $.40)
PUB DATE - 72 27P.

DESCRIPTORS - *REFRESHER COURSES; *AIRCRAFT PILOTS; INSERVICE EDUCATION; *GUIDES; IMPROVEMENT; *INSTRUCTIONAL PROGRAMS; *TRAINERS
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - A FEDERAL STANDARDS SERVICE DEVELOPED THIS GUIDE TO REFRESHER COURSES FOR PILOTS HOLDING AT LEAST PRIVATE PILOT CERTIFICATES AND FOR PILOTS WITH INSTRUMENT RATINGS. THE COURSES OUTLINED IN THIS PUBLICATION HAVE BEEN PREPARED FOR USE BY ANY AGENCY, FLIGHT OPERATOR, OR INSTRUCTOR WHO ENGAGES IN THE REFRESHER TRAINING OF CERTIFIED PILOTS. ONLY THE SCOPE, COVERAGE, AND SYLLABUS OF COURSES ARE PROVIDED WITH A LIST OF SUGGESTED TRAINING MATERIALS TO IMPLEMENT THE PROGRAM. A RELATED DOCUMENT IS AVAILABLE AS VT 012 107 (AIM SUMMER 1971). (KH)

VT 020 078
STATIONARY ENGINEERS WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 315P.

DESCRIPTORS - *WORKBOOKS; *ENGINEERING TECHNOLOGY; VOCATIONAL TRAINING CENTERS; MANPOWER DEVELOPMENT; ENGINEERING; *INSTRUCTIONAL AIDS; TEACHER DEVELOPED MATERIALS; *MANUALS; TECHNICAL EDUCATION; JOB TRAINING; EDUCATIONAL PROGRAMS
IDENTIFIERS - *STATIONARY ENGINEERS

ABSTRACT - COOPERATIVELY DEVELOPED BY LABOR AND MANAGEMENT ORGANIZATIONS AS WELL AS LOCAL SCHOOL PERSONNEL AND STAFF FROM THE CALIFORNIA STATE DEPARTMENT OF EDUCATION, THIS WORKBOOK IS INTENDED TO SUPPLEMENT CLASSROOM INSTRUCTION AND PROVIDE STUDENTS ENROLLED IN TRAINING PROGRAMS WITHIN THE STATE WITH INFORMATION NECESSARY FOR MEETING THE TECHNICAL DEMANDS OF THE JOBS FOR WHICH THEY ARE BEING TRAINED. CONTENTS INCLUDE: (1) BASIC MATHEMATICS AND PHYSICS, (3) BASIC ELECTRICITY, (4) STEAM PLANT OPERATION, (5) AIR CONDITIONING AND REFRIGERATION, (6) PLANT MAINTENANCE, AND (7) BLUEPRINT READING. (SN)

VT 020 273
NATIONAL APPRENTICESHIP STANDARDS FOR THE RETAIL MEAT CUTTING INDUSTRY.

AMERICAN FEDERATION OF LABOR AND CONGRESS OF INDUSTRIAL ORGANIZATIONS, WASHINGTON, D.C.; AMALGAMATED MEAT CUTTERS AND BUTCHER WORKMEN OF N. AMERICA (AFL-CIO), WASHINGTON, D.C.
MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. BUREAU OF APPRENTICESHIP AND TRAINING.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 25P.

DESCRIPTORS - *STANDARDS; *APPRENTICESHIPS; *ENTRY WORKERS; VOCATIONAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; MEAT; MEAT PACKING INDUSTRY; INSTRUCTIONAL PROGRAMS; WORK EXPERIENCE
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - DEVELOPED BY THE AMALGAMATED MEAT CUTTERS AND BUTCHER WORKMEN OF NORTH AMERICA, AFL-CIO AND PARTICIPATING RETAIL EMPLOYERS, THESE NATIONAL STANDARDS ARE INTENDED TO BE UTILIZED AS A GUIDE BY MANAGEMENT AND LABOR LOCALLY FOR THE ESTABLISHMENT OF APPRENTICESHIP PROGRAMS TO PRODUCE

TRAINED RETAIL MEAT CUTTERS. RECOMMENDED STANDARDS COVER APPRENTICESHIP COMMITTEES, BOTH NATIONAL AND LOCAL, AND SUCH PROGRAM SPECIFICS AS WAGES, WORKING CONDITIONS, EXAMINATION AND INSTRUCTION OF APPRENTICES, ACCIDENT PREVENTION, AND OBLIGATIONS OF APPRENTICES. THE APPENDIXES INCLUDE A COPY OF THE APPRENTICESHIP AGREEMENT, A LIST OF WORK PROCESSES TO BE LEARNED BY THE APPRENTICE, A SAMPLE RECORDKEEPING SYSTEM, FEDERAL LAWS AND REGULATIONS GOVERNING THE EMPLOYMENT OF APPRENTICES, AND ADDRESSES OF APPRENTICESHIP AGENCIES. (KH)

VT 020 476
O'KANE, DICK
THE MAKING OF AN AIRCRAFT MECHANIC.

DOCUMENT NOT AVAILABLE FROM EDRS.
THE WESTMINSTER PRESS, WITHERSPOON BLDG., PHILADELPHIA, PA 19107 ($4.95)
PUB DATE - 70 123P.

DESCRIPTORS - *CAREER OPPORTUNITIES; CAREER PLANNING; *EMPLOYMENT QUALIFICATIONS; *GUIDES; *OCCUPATIONAL INFORMATION; ENTRY WORKERS; *AVIATION MECHANICS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - WRITTEN BY AN AUTHOR WITH WIDE EXPERIENCE IN BUSINESS AND ADVERTISING, THIS HARDBACK BOOK IS DIRECTED MAINLY TO HIGH SCHOOL STUDENTS CONSIDERING A CAREER IN AIRCRAFT MECHANICS. THE BOOK PRESENTS QUALIFICATIONS FOR EMPLOYMENT, VARIOUS METHODS OF OBTAINING THE NECESSARY TRAINING AND EXPERIENCE, A CLOSE EXAMINATION OF AN AIRCRAFT MECHANIC'S DAILY ROUTINE, AND PAY AND BENEFITS TO BE EXPECTED IN THE FIELD. MANY PHOTOGRAPHS DEPICTING DUTIES OF THE MECHANIC ILLUSTRATE THE TEXT. THE APPENDIX CONTAINS A LIST OF APPROVED AIRCRAFT MECHANIC'S SCHOOLS, ORGANIZED BY GEOGRAPHIC REGION. (KH)

VT 020 480
FLUID POWER TECHNOLOGY: A SUGGESTED 2-YEAR POST HIGH SCHOOL CURRICULUM. TECHNICAL EDUCATION PROGRAM.

FLUID POWER FOUNDATION, INC., GARDEN CITY, N.Y.
MF AVAILABLE IN VT-ERIC SET.
THE FLUID POWER FOUNDATION, INC., 600 OLD COUNTRY ROAD, GARDEN CITY, NEW YORK 11530 ($6.00)
PUB DATE - JAN72 127P.

DESCRIPTORS - *TECHNICAL EDUCATION; CURRICULUM PLANNING; *CURRICULUM DEVELOPMENT; POST SECONDARY EDUCATION; *PROGRAM GUIDES; *CAREER EDUCATION; *FLUID POWER EDUCATION
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - A PRIVATE NON-PROFIT INDUSTRIAL INSTITUTION PREPARED THIS GUIDE AS A SUGGESTED 2-YEAR POST-HIGH SCHOOL CURRICULUM TO BE USED BY EDUCATIONAL PLANNERS AND ADMINISTRATORS IN THE DEVELOPMENT OF FLUID POWER TECHNICIAN EDUCATIONAL PROGRAMS. THE GUIDE OFFERS SUGGESTED COURSE OUTLINES, A SEQUENCE OF TECHNICAL EDUCATION PROCEDURE, LABORATORY LAYOUTS, LISTS OF LABORATORY EQUIPMENT AND COST, SUGGESTED TEXTS, REFERENCES, AUDIO-VISUAL AIDS, AND A SELECTED LIST OF SCIENTIFIC AND TECHNICAL SOCIETIES CONCERNED WITH FLUID POWER TECHNOLOGY. (KH)

VT 020 482
BUTLER, RICHARD T.; SMITH, WILLIAM J.
GUIDELINES FOR AVIATION EDUCATION IN SCHOOLS OF PENNSYLVANIA WITH ANNOTATED TEACHER'S COURSE OF STUDY AND PLANNING CHART.

PENNSYLVANIA STATE DEPT. OF EDUCATION, HARRISBURG.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 32P.

DESCRIPTORS - *GUIDELINES; *CURRICULUM GUIDES; *TEACHING GUIDES; *AEROSPACE EDUCATION; CURRICULUM PLANNING; *CAREER OPPORTUNITIES; SECONDARY GRADES; TRANSPORTATION
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - TWO AVIATION EDUCATION

CONSULTANTS WROTE THIS CURRICULUM GUIDE TO GIVE DIRECTION AND PROVIDE COORDINATION FOR THE AVIATION EDUCATION PROGRAM IN THE PENNSYLVANIA SCHOOLS. DESIGNED AS A FULL YEAR'S COURSE OF STUDY AT THE HIGH SCHOOL LEVEL, THE PROGRAM DEALS WITH CONCEPTS REE ACTIVITIES, AND CAREERS IN AVIATION. THE GUIDE CONTAINS TEACHING PROCEDURES, GENERAL LESSON OUTLINES, AND A TEACHER'S ANNOTATED COURSE OF STUDY DETAILING OBJECTIVES, METHODS, AND RESOURCES FOR EACH OF SEVEN TEACHING UNITS. A TEACHER'S PLANNING CHART IS PROVIDED TO AID THE CLASSROOM TEACHER IN PLACING THE UNITS IN PROPER PERSPECTIVE WITHIN THE SCHOOL YEAR. (KH)

VT 020 490
FENTEN, D.X.
THE MAKING OF A POLICE OFFICER.

DOCUMENT NOT AVAILABLE FROM EDRS.
THE WESTMINSTER PRESS, WITHERSPOON BLDG., PHILADELPHIA, PA. 19107 ($4.95)
PUB DATE - 72 122P.

DESCRIPTORS - *CAREER OPPORTUNITIES; *LAW ENFORCEMENT; *POLICE; CAREER PLANNING; *EMPLOYMENT QUALIFICATIONS; GUIDES; HUMAN SERVICES; *OCCUPATIONAL INFORMATION; ENTRY WORKERS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - WRITTEN BY A HIGH SCHOOL TEACHER OF COMMUNICATIONS, THIS HARDBACK COMMERCIAL PUBLICATION IS INTENDED TO SHOW POTENTIAL CANDIDATES ALL THAT IS INVOLVED IN THE TRAINING OF A POLICE OFFICER. DUTIES OF MANY DIFFERENT SERVICES ARE DESCRIBED--FROM FOOT PATROLMAN TO DETECTIVE, INCLUDING SUCH SPECIALTIES AS BALLISTICS, NARCOTICS WORK, PHOTOGRAPHY, AND HARBOR PATROL. INCLUDED IN THE BOOK ARE QUALIFICATIONS FOR APPLICANTS; THE PHYSICAL, LEGAL, TECHNICAL, AND SOCIOLOGICAL TRAINING REQUIRED; AND TYPICAL COURSES AND PROGRAMS OF WORK. MANY PHOTOGRAPHS DEPICTING VARIOUS ASPECTS OF POLICE WORK ACCOMPANY THE WRITTEN TEXT. THE APPENDIX INCLUDES: (1) POLICE OFFICER SAMPLE TEST QUESTIONS, (2) SALARY RATES OF THE NEW YORK CITY POLICE DEPARTMENT, AND (3) A LIST OF UNIVERSITIES AND JUNIOR COLLEGES OFFERING COURSES IN POLICE SCIENCE. (KH)

VT 020 507
CONSTRUCTION CLUSTER VOLUME I. WOOD STRUCTURAL FRAMING. VOCATIONAL EDUCATION PROGRAM OF STUDIES.

PENNSYLVANIA STATE DEPT. OF JUSTICE, HARRISBURG. BUREAU OF CORRECTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 1JAN71 138P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; *TEACHING GUIDES; CONSTRUCTION INDUSTRY; *TRADE AND INDUSTRIAL EDUCATION; PROGRAMED UNITS; CAREER EDUCATION; *WOODWORKING
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THE FIRST OF SEVEN VOLUMES OF INSTRUCTIONAL MATERIALS DEALING WITH CONSTRUCTION INDUSTRY SKILLS, THIS INSTRUCTOR'S GUIDE FOR THE TEACHING OF WOOD STRUCTURAL FRAMING WAS DEVELOPED BY THE PENNSYLVANIA BUREAU OF CORRECTION. PLANNED FOR APPROXIMATELY ONE MONTH OF STUDY, IT CONTAINS 20 INSTRUCTIONAL UNITS, EACH HAVING ONE OR MORE LESSONS. EACH UNIT IS DESIGNED TO INCLUDE THREE HOURS OF TECHNICAL LABORATORY EXPERIENCE AND THREE HOURS OF RELATED STUDY IN SCIENCE, MATHEMATICS, COMMUNICATIONS, AND SOCIAL SCIENCES AS PART OF AN INTEGRATED CURRICULUM. THE UNITS OFFER THE INSTRUCTOR THE ESSENTIAL MATERIALS, SUCH AS THE AIMS OF THE UNIT, INSTRUCTIONAL AIDS, TOPICAL OUTLINE AND ACTIVITIES, SUGGESTED TIME SEQUENCE, EVALUATION GUIDELINES, SUMMARY, AND REFERENCES. A BIBLIOGRAPHY IS INCLUDED AT THE END OF THE VOLUME AS RECOMMENDED ADDITIONAL SOURCES OF INFORMATION. RELATED TEACHING GUIDES ARE AVAILABLE IN THIS ISSUE AS VT 020 508-VT 020 513. (KH)

VT 020 508

CONSTRUCTION CLUSTER VOLUME II. MASONRY WORK. VOCATIONAL EDUCATION PROGRAM OF STUDIES.

PENNSYLVANIA STATE DEPT. OF JUSTICE, HARRISBURG. BUREAU OF CORRECTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 1JAN71 174P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; *TEACHING GUIDES; CONSTRUCTION INDUSTRY; *TRADE AND INDUSTRIAL EDUCATION; PROGRAMED UNITS; CAREER EDUCATION; *MASONRY
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THE SECOND OF SEVEN VOLUMES OF INSTRUCTIONAL MATERIALS DEALING WITH CONSTRUCTION INDUSTRY SKILLS, THIS INSTRUCTOR'S GUIDE FOR THE TEACHING OF MASONRY WORK WAS DEVELOPED BY THE PENNSYLVANIA BUREAU OF CORRECTION. PLANNED FOR APPROXIMATELY ONE MONTH OF STUDY, IT CONTAINS 20 INSTRUCTIONAL UNITS, EACH HAVING ONE OR MORE LESSONS. EACH UNIT IS DESIGNED TO INCLUDE THREE HOURS OF TECHNICAL LABORATORY EXPERIENCE AND THREE HOURS OF RELATED STUDY IN SCIENCE, MATHEMATICS, COMMUNICATIONS, AND SOCIAL SCIENCES AS PART OF AN INTEGRATED CURRICULUM. THE UNITS OFFER THE INSTRUCTOR THE ESSENTIAL MATERIALS, SUCH AS THE AIMS OF THE UNIT, INSTRUCTIONAL AIDS, TOPICAL OUTLINE AND ACTIVITIES, SUGGESTED TIME SEQUENCE, EVALUATION GUIDELINES, SUMMARY, AND REFERENCES. A BIBLIOGRAPHY IS INCLUDED AT THE END OF THE VOLUME AS RECOMMENDED ADDITIONAL SOURCES OF INFORMATION. RELATED TEACHING GUIDES ARE AVAILABLE IN THIS ISSUE AS VT 020 507-VT 020 513. (KH)

VT 020 509
CONSTRUCTION CLUSTER VOLUME III. PLUMBING. VOCATIONAL EDUCATION PROGRAM OF STUDIES.

PENNSYLVANIA STATE DEPT. OF JUSTICE, HARRISBURG. BUREAU OF CORRECTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 1JAN71 238P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; *TEACHING GUIDES; CONSTRUCTION INDUSTRY; *TRADE AND INDUSTRIAL EDUCATION; PROGRAMED UNITS; CAREER EDUCATION; *PLUMBING
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THE THIRD OF SEVEN VOLUMES OF INSTRUCTIONAL MATERIALS DEALING WITH CONSTRUCTION INDUSTRY SKILLS, THIS INSTRUCTOR'S GUIDE FOR THE TEACHING OF PLUMBING WAS DEVELOPED BY THE PENNSYLVANIA BUREAU OF CORRECTION. PLANNED FOR APPROXIMATELY ONE MONTH OF STUDY, IT CONTAINS 20 INSTRUCTIONAL UNITS, EACH HAVING ONE OR MORE LESSONS. EACH UNIT IS DESIGNED TO INCLUDE THREE HOURS OF TECHNICAL LABORATORY EXPERIENCE AND THREE HOURS OF RELATED STUDY IN SCIENCE, MATHEMATICS, COMMUNICATIONS, AND SOCIAL SCIENCES AS PART OF AN INTEGRATED CURRICULUM. THE UNITS OFFER THE INSTRUCTOR THE ESSENTIAL MATERIALS, SUCH AS THE AIMS OF THE UNIT, INSTRUCTIONAL AIDS, TOPICAL OUTLINE AND ACTIVITIES, SUGGESTED TIME SEQUENCE, EVALUATION GUIDELINES, SUMMARY, AND REFERENCES. A BIBLIOGRAPHY IS INCLUDED AT THE END OF THE VOLUME AS RECOMMENDED ADDITIONAL SOURCES OF INFORMATION. RELATED TEACHING GUIDES ARE AVAILABLE IN THIS ISSUE AS VT 020 507-VT 020 513. (KH)

VT 020 510
CONSTRUCTION CLUSTER VOLUME IV CONCRETE WORK. VOCATIONAL EDUCATION PROGRAM OF STUDIES.

PENNSYLVANIA STATE DEPT. OF JUSTICE, HARRISBURG. BUREAU OF CORRECTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 1JAN71 216P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; *TEACHING GUIDES; CONSTRUCTION INDUSTRY; *TRADE AND INDUSTRIAL EDUCATION; PROGRAMED UNITS; CAREER EDUCATION; *CEMENT INDUSTRY
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THE FOURTH OF SEVEN VOLUMES OF INSTRUCTIONAL MATERIALS DEALING WITH CONSTRUCTION INDUSTRY SKILLS, THIS INSTRUCTOR'S GUIDE FOR THE TEACHING OF CONCRETE WORK WAS DEVELOPED BY THE PENNSYLVANIA BUREAU OF CORRECTION. PLANNED FOR APPROXIMATELY ONE MONTH OF STUDY, IT CONTAINS 20 INSTRUCTIONAL UNITS, EACH HAVING ONE OR MORE LESSONS. EACH UNIT IS DESIGNED TO INCLUDE THREE HOURS OF TECHNICAL LABORATORY EXPERIENCE AND THREE HOURS OF RELATED STUDY IN SCIENCE, MATHEMATICS, COMMUNICATIONS, AND SOCIAL SCIENCES AS PART OF AN INTEGRATED CURRICULUM. THE UNITS OFFER THE INSTRUCTOR THE ESSENTIAL MATERIALS, SUCH AS THE AIMS OF THE UNIT, INSTRUCTIONAL AIDS, TOPICAL OUTLINE AND ACTIVITIES, SUGGESTED TIME SEQUENCE, EVALUATION GUIDELINES, SUMMARY, AND REFERENCES. A BIBLIOGRAPHY IS INCLUDED AT THE END OF THE VOLUME AS RECOMMENDED ADDITIONAL SOURCES OF INFORMATION. RELATED TEACHING GUIDES ARE AVAILABLE IN THIS ISSUE AS VT 020 507-VT 020 513. (KH)

VT 020 511
CONSTRUCTION CLUSTER VOLUME V. ELECTRICAL. VOCATIONAL EDUCATION PROGRAM OF STUDIES.

PENNSYLVANIA STATE DEPT. OF JUSTICE, HARRISBURG. BUREAU OF CORRECTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 1JAN71 211P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; *TEACHING GUIDES; CONSTRUCTION INDUSTRY; *TRADE AND INDUSTRIAL EDUCATION; PROGRAMED UNITS; CAREER EDUCATION; *ELECTRICITY
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THE FIFTH OF SEVEN VOLUMES OF INSTRUCTIONAL MATERIALS DEALING WITH CONSTRUCTION INDUSTRY SKILLS, THIS INSTRUCTOR'S GUIDE FOR THE TEACHING OF ELECTRICAL WORK WAS DEVELOPED BY THE PENNSYLVANIA BUREAU OF CORRECTION. PLANNED FOR APPROXIMATELY ONE MONTH OF STUDY, IT CONTAINS 20 INSTRUCTIONAL UNITS, EACH HAVING ONE OR MORE LESSONS. EACH UNIT IS DESIGNED TO INCLUDE THREE HOURS OF TECHNICAL LABORATORY EXPERIENCE AND THREE HOURS OF RELATED STUDY IN SCIENCE, MATHEMATICS, COMMUNICATIONS, AND SOCIAL SCIENCES AS PART OF AN INTEGRATED CURRICULUM. THE UNITS OFFER THE INSTRUCTOR THE ESSENTIAL MATERIALS, SUCH AS THE AIMS OF THE UNIT, INSTRUCTIONAL AIDS, TOPICAL OUTLINE AND ACTIVITIES, SUGGESTED TIME SEQUENCE, EVALUATION GUIDELINES, SUMMARY, AND REFERENCES. A BIBLIOGRAPHY IS INCLUDED AT THE END OF THE VOLUME AS RECOMMENDED ADDITIONAL SOURCES OF INFORMATION. RELATED TEACHING GUIDES ARE AVAILABLE IN THIS ISSUE AS VT 020 507-VT 020 513. (KH)

VT 020 512
CONSTRUCTION CLUSTER VOLUME VI. AIR CONDITIONING AND REFRIGERATION. VOCATIONAL EDUCATION PROGRAM OF STUDIES.

PENNSYLVANIA STATE DEPT. OF JUSTICE, HARRISBURG. BUREAU OF CORRECTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 1JAN71 130P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; *TEACHING GUIDES; CONSTRUCTION INDUSTRY; *TRADE AND INDUSTRIAL EDUCATION; PROGRAMED UNITS; CAREER EDUCATION; *AIR CONDITIONING; REFRIGERATION
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THE SIXTH OF SEVEN VOLUMES OF INSTRUCTIONAL MATERIALS DEALING WITH CONSTRUCTION INDUSTRY SKILLS, THIS INSTRUCTOR'S GUIDE FOR THE TEACHING OF AIR CONDITIONING AND REFRIGERATION WAS DEVELOPED BY THE PENNSYLVANIA BUREAU OF CORRECTION. PLANNED FOR APPROXIMATELY ONE MONTH OF STUDY, IT CONTAINS 20 INSTRUCTIONAL UNITS, EACH HAVING ONE OR MORE LESSONS. EACH UNIT IS DESIGNED TO INCLUDE THREE HOURS OF TECHNICAL LABORATORY EXPERIENCE AND THREE HOURS OF RELATED STUDY IN SCIENCE, MATHEMATICS, COMMUNICATIONS, AND

SOCIAL SCIENCES AS PART OF AN INTEGRATED CURRICULUM. THE UNITS OFFER THE INSTRUCTOR THE ESSENTIAL MATERIALS, SUCH AS THE AIMS OF THE UNIT, INSTRUCTIONAL AIDS, TOPICAL OUTLINE AND ACTIVITIES, SUGGESTED TIME SEQUENCE, EVALUATION GUIDELINES, SUMMARY, AND REFERENCES. A BIBLIOGRAPHY IS INCLUDED AT THE END OF THE VOLUME AS RECOMMENDED ADDITIONAL SOURCES OF INFORMATION. RELATED TEACHING GUIDES ARE AVAILABLE IN THIS ISSUE AS VT 020 507-VT 020 513. (KH)

VT 020 513
CONSTRUCTION CLUSTER VOLUME VII. HEATING AND VENTILATION. VOCATIONALEDUCATION PROGRAM OF STUDIES.

PENNSYLVANIA STATE DEPT. OF JUSTICE, HARRISBURG. BUREAU OF CORRECTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 1JAN71 197P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; *TEACHING GUIDES; CONSTRUCTION INDUSTRY; *TRADE AND INDUSTRIAL EDUCATION; PROGRAMED UNITS; CAREER EDUCATION; *HEATING; VENTILATION
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THE LAST OF SEVEN VOLUMES OF INSTRUCTIONAL MATERIALS DEALING WITH CONSTRUCTION INDUSTRY SKILLS, THIS INSTRUCTOR'S GUIDE FOR THE TEACHING OF HEATING AND VENTILATION WAS DEVELOPED BY THE PENNSYLVANIA BUREAU OF CORRECTION. PLANNED FOR APPROXIMATELY ONE MONTH OF STUDY, IT CONTAINS 20 INSTRUCTIONAL UNITS, EACH HAVING ONE OR MORE LESSONS. EACH UNIT IS DESIGNED TO INCLUDE THREE HOURS OF TECHNICAL LABORATORY EXPERIENCE AND THREE HOURS OF RELATED STUDY IN SCIENCE, MATHEMATICS, COMMUNICATIONS, AND SOCIAL SCIENCES AS PART OF AN INTEGRATED CURRICULUM. THE UNITS OFFER THE INSTRUCTOR THE ESSENTIAL MATERIALS, SUCH AS THE AIMS OF THE UNIT, INSTRUCTIONAL AIDS, TOPICAL OUTLINE AND ACTIVITIES, SUGGESTED TIME SEQUENCE, EVALUATION GUIDELINES, SUMMARY, AND REFERENCES. A BIBLIOGRAPHY IS INCLUDED AT THE END OF THE VOLUME AS RECOMMENDED ADDITIONAL SOURCES OF INFORMATION. RELATED TEACHING GUIDES ARE AVAILABLE IN THIS ISSUE AS VT 020 507-VT 020 512. (KH)

VT 020 552
FREEMAN, EVELYN, AND OTHERS
MANUFACTURING UNIT. INTERMEDIATE LEVEL.

SOUTH-WESTERN CITY SCHOOL DISTRICT, GROVE CITY, OHIO.
MF AVAILABLE IN VT-ERIC SET.
SOUTH-WESTERN CITY SCHOOL DISTRICT, 3708 SOUTH BROADWAY, GROVE CITY, OHIO 43123
PUB DATE - ND 54P.

DESCRIPTORS - INSTRUCTIONAL MATERIALS; TEACHER DEVELOPED MATERIALS; *TEACHING GUIDES; *UNIT PLAN; INTERMEDIATE GRADES; *MANUFACTURING; LEARNING ACTIVITIES; BEHAVIORAL OBJECTIVES; *INDUSTRY; *INDUSTRIAL EDUCATION
IDENTIFIERS - ECONOMIC AWARENESS; *CAREER AWARENESS

ABSTRACT - THIS INSTRUCTIONAL UNIT ON MANUFACTURING, DEVELOPED BY A GROUP OF TEACHERS IN AN OHIO SCHOOL SYSTEM, IS PLANNED FOR USE BY TEACHERS IN THE INTERMEDIATE GRADES. ORGANIZED IN CHART FORM, THE UNIT PLAN LISTS SPECIFIC LEARNING OBJECTIVES FOR STUDENTS, SUGGESTED TEACHING ACTIVITIES AND THE THINKING SKILLS INHERENT IN EACH ACTIVITY. A BRIEF DEFINITION AND RATIONALE FOR EACH SKILL IS INCLUDED IN THE UNIT, AS WELL AS A LIST OF RESOURCE MATERIALS WHICH MAY BE UTILIZED. INSTRUCTIONS ARE GIVEN FOR ASSESSMENT OF THE UNIT THROUGH GUIDED CLASS DISCUSSION. (KH)

VT 020 616
AVIATION BOATSWAIN'S MATE E 3 AND 2. RATE TRAINING MANUAL.

NAVAL TRAINING COMMAND, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
NAVTRA-1032-C

PUB DATE - 72 331P. 1972 EDITION

DESCRIPTORS - *ARMED FORCES; *INSTRUCTIONAL MATERIALS; *MANUALS; ENLISTED MEN; *BOATMEN; *TECHNICAL EDUCATION; ON THE JOB TRAINING; JOB TRAINING
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THIS TRAINING MANUAL WAS PREPARED BY THE U.S. NAVY FOR ENLISTED PERSONNEL OF THE NAVY AND NAVAL RESERVE WHO ARE STUDYING FOR ADVANCEMENT IN THE AVIATION BOATSWAIN'S MATE E RATING. DESIGNED TO BE SUPPLEMENTED BY PRACTICAL SHIPBOARD EXPERIENCE, THE MANUAL DESCRIBES THE VARIOUS TOOLS, EQUIPMENT, AND OPERATIONS TO BE MASTERED BY THE TRAINEE. INCLUDED AMONG THE 11 CHAPTERS ARE SUCH SUBJECTS AS STEAM CATAPULTS, EMERGENCY RECOVERY EQUIPMENT, AND VISUAL LANDING AIDS. THE WRITTEN TEXT IS ACCOMPANIED BY MANY DIAGRAMS, PHOTOGRAPHS, AND CHARTS. (KH)

VT 020 638
AVIATION MACHINIST'S MATE J1 AND C. RATE TRAINING MANUAL.

NAVAL TRAINING COMMAND, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
NAVTRA-10343-C
PUB DATE - 72 198P. 1972 EDITION.

DESCRIPTORS - *ARMED FORCES; *INSTRUCTIONAL MATERIALS; *MANUALS; ENLISTED MEN; *TECHNICAL EDUCATION; JOB TRAINING; ON THE JOB TRAINING; *MACHINISTS
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THIS TRAINING MANUAL WAS PREPARED BY THE U.S. NAVY FOR ENLISTED PERSONNEL OF THE NAVY AND NAVAL RESERVE WHO ARE STUDYING FOR ADVANCEMENT IN THE AVIATION MACHINIST'S RATE J RATING. DESIGNED TO BE SUPPLEMENTED BY PRACTICAL EXPERIENCE, THE MANUAL PROVIDES INFORMATION ON THE MAINTENANCE OF AIRCRAFT JET ENGINES AND THEIR RELATED SYSTEMS, THE PREPARATION OF RECORDS AND REPORTS, AND VARIOUS SUPERVISORY TASKS ASSIGNED TO THE POSITION OF CHIEF AND FIRST CLASS AVIATION MACHINIST'S RATE J. MANY CHARTS, DIAGRAMS, AND PHOTOGRAPHS ACCOMPANY THE WRITTEN TEXT. (KH)

VT 020 660
HOUSEKEEPING METHODS AND MATERIALS. OREGON CUSTODIAL TRAINING PROGRAM.

OREGON STATE BOARD OF EDUCATION, SALEM. DIV. OF COMMUNITY COLLEGES AND CAREER EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 50P. UNDATED REVISION OF 1963 MANUAL.

DESCRIPTORS - *MANUALS; *INSTRUCTIONAL MATERIALS; *CUSTODIAN TRAINING; SCHOOL MAINTENANCE; *JOB TRAINING; VOCATIONAL EDUCATION; ENTRY WORKERS; SCHOOL SERVICES; CLEANING
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - PUBLISHED BY A STATE EDUCATIONAL AGENCY, THIS REVISED EDITION OF AN EARLIER MANUAL IS DESIGNED TO SERVE AS AN INSTRUCTIONAL AID IN CUSTODIAL TRAINING PROGRAMS, PARTICULARLY AIMED AT SCHOOL CUSTODIANS. THE MANUAL COVERS THE CUSTODIAN'S RESPONSIBILITIES FOR MAINTAINING ALL AREAS AND FIXTURES IN THE BUILDING. INFORMATION CONCERNING THE TOOLS, EQUIPMENT, AND CHEMICALS USED IN VARIOUS HOUSEKEEPING JOBS IS PRESENTED WITH TECHNIQUES FOR CLEANING AND SANITATION. DESIRED FREQUENCY OF OPERATIONAL TASKS TO BE PERFORMED AND THE ORGANIZATION AND OPERATION OF A SUMMER SCHEDULE OF WORK ARE INCLUDED. (KH)

VT 100 001
HEPPA, VICTOR
MATHEMATICS I: MASONS.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.; BERGEN COUNTY VOCATIONAL - TECHNICAL HIGH SCHOOL, HACKENSACK, N.J.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL59 137P.

DESCRIPTORS - *MASONRY; *MATHEMATICS; *MEASUREMENT; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; COURSE CONTENT; DECIMAL FRACTIONS; FRACTIONS; SECONDARY GRADES; VOCATIONAL EDUCATION
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS DOCUMENT, PREPARED BY THE NEW JERSEY STATE DEPARTMENT OF EDUCATION, IS DESIGNED TO TEACH SIMPLE MATHEMATICS TO STUDENTS WHO ARE PROSPECTIVE MASONS. THE REASONING BEHIND THIS KIND OF INSTRUCTION IS THAT IN ORDER TO ERECT A BUILDING QUICKLY, EASILY AND ECONOMICALLY, ONE MUST KNOW TO FIGURE EXACTLY HOW MUCH MATERIAL HE NEEDS. THE CONTENT MATERIAL COVERS THE FOLLOWING AREAS: FRACTIONS, DECIMAL FRACTIONS, SQUARE MEASURE, AND CUBIC MEASURE. EACH UNIT CONTAINS A STATEMENT OF OBJECTIVES, INFORMATION FOR COURSE CONTENT, AND A MATHEMATICAL PROBLEM. A NUMBER OF ASSIGNMENT SHEETS ARE INCLUDED IN EACH UNIT. SAMPLE TESTS FOR EACH UNIT ARE GIVEN. (DL)

VT 100 013
SHANNON, THEODORE P.
GETTING STARTED ON YOUR NEW JOB.

OHIO STATE UNIV., COLUMBUS. DEPT. OF AGRICULTURAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGDEX-900/03-AWE-7
OHIO AGRICULTURAL EDUCATION CURRICULUM MATERIALS SERVICE, RM 201, 2120 FYFFE ROAD, COLUMBUS, OH 43210 ($.30)
PUB DATE - 71 31P.

DESCRIPTORS - *STUDY GUIDES; *UNIT PLAN; *OCCUPATIONAL INFORMATION; *TASK PERFORMANCE; JOB SKILLS; ADULT VOCATIONAL EDUCATION; *INDEPENDENT STUDY; INSTRUCTIONAL MATERIALS

ABSTRACT - THIS SELF-INSTRUCTIONAL UNIT IS DESIGNED TO PROVIDE ALL THE NECESSARY INFORMATION FOR THE BEGINNING EMPLOYEE ON A NEW JOB. AREAS COVERED INCLUDE: (1) GETTING A PHYSICAL EXAMINATION, (2) FILLING OUT NECESSARY FORMS, (3) GETTING INSTRUCTIONS ON JOB DUTIES AND SAFETY, (4) PROPER CLOTHING AND EQUIPMENT, (5) UNION MEMBERSHIP, (6) GETTING ALONG WITH CO-WORKERS, AND (7) UNDERSTANDING THE FIRST PAYCHECK. THE UNIT IS PRESENTED IN NARRATIVE FORM AND FOLLOWS A TYPICAL NEW EMPLOYEE THROUGH HIS FIRST PAY PERIOD ON THE JOB. THE TEXT IS ILLUSTRATED WITH NUMEROUS LINE DRAWINGS AND SAMPLE FORMS AND RECORDS. (AW)

VT 100 019
TRADE MASONRY SYLLABUS--1972.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF SECONDARY CURRICULUM DEVELOPMENT.
MF AVAILABLE IN VT-ERIC SET.
PUBLICATIONS DISTRIBUTION UNIT, THE STATE EDUCATION DEPARTMENT, EDUCATION BUILDING ANNEX, ALBANY, N.Y. 12224 ($.50)
PUB DATE - 72 64P.

DESCRIPTORS - *CURRICULUM GUIDES; *MASONRY; *TRADE AND INDUSTRIAL EDUCATION; *CONSTRUCTION (PROCESS); TEACHING PROCEDURES; TRAINING OBJECTIVES; *BUILDING TRADES
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS SYLLABUS ENCOMPASSES SIX AREAS OF THE TRADE OF MASONRY AND IS PRINCIPALLY DESIGNED AS A 2-YEAR COURSE OF STUDY FOR THOSE STUDENTS WISHING TO OBTAIN EMPLOYMENT AS MASONS. THE DOCUMENT WAS DEVELOPED TO AID TEACHERS OF TRADE MASONRY IN WRITING THE COURSE OF STUDY. CONTENT FOR THE SYLLABUS IS DIVIDED INTO SIX TRADE AREAS: (1) CONCRETE WORK, (2) BLOCK WORK, (3) BRICK WORK, (4) STONE WORK, (5) TITLE WORK, AND (6) PLASTER WORK. IN A 3-COLUMN FORMAT SYLLABUS, THE FIRST COLUMN LISTS UNITS OF REQUIRED COURSE CONTENT. THE SECOND COLUMN SETS FORTH OBJECTIVES OF EACH UNIT OF INSTRUCTION AND ARE STATED IN TERMS OF STUDENT BEHAVIOR. THE FINAL COLUMN CONSISTS OF SUGGESTED TEACHING METHODS AND AUDIOVISUALS, INTENDED TO ASSIST THE TEACHER IN ACHIEVING HIS CLASSROOM OBJECTIVES. APPENDED ARE LISTS OF TEXTS, REFERENCES, AND AUDIOVISUALS, A LIST OF SUGGESTED TOOLS AND EQUIPMENT CONSIDERED MINIMAL FOR PROPER INSTRUCTION, AND A SOURCE DIRECTORY. (AUTHOR/DL)

VT 100 030
HENDERSON, JOSEPH
SCIENTIFIC GLASSBLOWING 3 AND 4. STUDENT MANUAL.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB. NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - DEC72 129P.

DESCRIPTORS - MANUALS; *STUDY GUIDES; *OCCUPATIONAL CLUSTERS; POST SECONDARY EDUCATION; *TECHNICAL EDUCATION; *SCIENCES; SCIENCE EQUIPMENT; SCIENTIFIC CONCEPTS
IDENTIFIERS - *GLASSBLOWING

ABSTRACT - THIS STUDENT MANUAL IS FOR USE IN A 2-COURSE PROGRAM COVERING AN OCCUPATIONAL CLUSTER IN SCIENTIFIC GLASSBLOWING. THE PROGRAM WAS DEVELOPED BY A COMMITTEE OF TEACHERS AND SUPERVISORS AND TESTED IN TECHNICAL INSTITUTES, AND SHOULD BE CONDUCTED BY A TEACHER WITH SUBJECT-MATTER AND TRADE EXPERIENCE. LISTS OF TEXTS AND REFERENCES, PERIODICALS, AND VOCABULARY TERMS, AND A STUDENT PROGRESS RECORD PRECEDE 13 UNITS INCLUDING: (1) SILVERING OPERATIONS, (2) MAKING AND REPAIR OF FLASKS, (3) SOXHLET EXTRACTOR, (4) DRY ICE TRAP, (5) DEWAR SEALS, (6) VACUUM SYSTEMS, (7) GLASS TO METAL SEALS, AND (8) GRADED SEALS. THE FIRST COURSE COVERS UNITS I-VII AND THE SECOND INCLUDES UNITS VIII-XIII, WITH OBJECTIVES, RELATED INFORMATION, AND ASSIGNMENTS. EXAMINATIONS AND ANSWERS ARE GIVEN FOR BOTH COURSES. THE MANUAL IS ILLUSTRATED WITH NUMEROUS PHOTOGRAPHS, DRAWINGS, AND DIAGRAMS. (AW)

VT 100 035
BENZE, ALEXANDER
THE ART OF PHOTOENGRAVING. TEACHER'S GUIDE.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.; MARIE H. KATZEMBACH SCHOOL FOR THE DEAF, WEST TRENTON, N.J.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LAB., RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, NEW BRUNSWICK, NJ 08903 ($1.50)
PUB DATE - SEP71 157P.

DESCRIPTORS - *DEAF EDUCATION; *VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; GRAPHIC ARTS; *PHOTOCOMPOSITION; *TRANSPARENCIES; *TRADE AND INDUSTRIAL EDUCATION; SECONDARY GRADES; EDUCATIONAL OBJECTIVES; SCHOOL SHOPS; MANUFACTURING; VOCATIONAL DEVELOPMENT; RESOURCE MATERIALS
IDENTIFIERS - EDUCATIONAL AWARENESS; *PHOTOENGRAVING

ABSTRACT - INTENDED FOR TEACHING THE DEAF IN VOCATIONAL JUNIOR AND SENIOR HIGH SCHOOLS, THIS INSTRUCTIONAL GUIDE FOR A PHOTOENGRAVING CURRICULUM CONTAINS: (1) GENERAL AND SPECIFIC COURSE OBJECTIVES, (2) A RATIONALE, (3) WORKING DIAGRAMS OF A SUGGESTED SHOP LAYOUT, (4) AN EQUIPMENT LIST, AND (5) FIVE OUTLINES OF BASIC SKILLS NEEDED FOR PHOTOENGRAVING. MOST OF THE GUIDE, DEVELOPED BY A STATE COMMITTEE OF SHOP TEACHERS, CONSISTS OF TRANSPARENCIES. TEACHING SUGGESTIONS FOR EACH LESSON ARE PROVIDED, FOR THE PURPOSES OF COURSE AND LESSON PLANNING. (AG)

VT 100 036
SCARITO, SALVATORE J.; O'CONNELL, JOHN
BRAKE SERVICE.

BAYONNE HIGH SCHOOL, N.J.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.

CURRICULUM LAB.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LAB.,
RUTGERS UNIVERSITY, NEW BRUNSWICK,
N.J. 08903 ($1.50)
PUB DATE - JAN73 79P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; *AUTO MECHANICS; SECONDARY GRADES; AUTO PARTS MEN; *TEXTBOOKS; TECHNICAL EDUCATION; SHOP CURRICULUM

ABSTRACT - WRITTEN AND TESTED BY A SHOP INSTRUCTOR, THIS COURSE OUTLINE FOR BRAKE SERVICE IS DIRECTED TO VOCATIONAL HIGH SCHOOL STUDENTS IN AUTO MECHANICS. FOLLOWING A LISTING OF GENERAL SAFETY PROCEDURES, THE COURSE IS ORGANIZED INTO 11 UNITS OF INSTRUCTION COVERING VARIOUS TYPES OF BRAKE SYSTEMS AND THEIR REPAIR. ALSO INCLUDED IS A SECTION ON BASIC MATHEMATICS INVOLVED IN BRAKE SERVICE. ALL OF THE LESSONS IN EACH UNIT ARE DESIGNED SO THAT THE STUDENT CAN FOLLOW A STEP-BY-STEP EXPLANATION OF THE WORK TO BE ACCOMPLISHED. A FINAL QUIZ ALLOWS FOR EVALUATION OF THE STUDENT'S NEWLY ACQUIRED KNOWLEDGE. (KH)

VT 100 039
CURRAO, JOSEPH;USARZEWICZ, LOUIS
MACHINE SHOP OPERATIONS-1: LATHE, BENCH WORK, AND DRILL PRESS.

BAYONNE HIGH SCHOOL, N.J. VOCATIONAL DIV.;NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.;RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB..
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LAB.,
RUTGERS UNIVERSITY, BLDG. 4103,
KILMER CAMPUS, NEW BRUNSWICK, N.J.
08903 ($1.50)
PUB DATE - MAR72 80P.

DESCRIPTORS - *STUDY GUIDES; AUTOINSTRUCTIONAL AIDS; *MACHINISTS; *MACHINE TOOLS; SECONDARY GRADES; *TRADE AND INDUSTRIAL EDUCATION; MACHINE TOOL OPERATORS; METAL WORKING OCCUPATIONS; SKILLED OCCUPATIONS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS BOOKLET IS WRITTEN FOR THE STUDENT WHO HAS THE ABILITY TO BECOME A MACHINIST. THE LAYOUT OF JOBS INCLUDED IS DESIGNED TO GIVE THE STUDENT A GENERAL KNOWLEDGE OF HOW JOBS ARE DONE STEP BY STEP. CONTENTS OF THE BOOKLET ARE DIVIDED INTO TWO PARTS: (1) A DESCRIPTION OF THE LATHE, ITS PRINCIPAL PARTS AND ATTACHMENTS, AND (2) BENCH PROCESSES, INCLUDING INFORMATION ON FILING AND ON THE DRILL PRESS. THERE ARE NUMEROUS JOB SKILLS ASSOCIATED WITH EACH PART. EACH JOB SKILL SHEET CONTAINS A STATEMENT OF OBJECTIVES, A LIST OF TOOLS NEEDED, STEPS TO BE FOLLOWED IN MASTERING THE SKILL, A LIST OF REFERENCES, AND A PROGRESS QUIZ. (AUTHOR/DL)

VT 100 040
GREEN, WILLIAM E.
STATIONARY ENGINEERING: COURSE OUTLINES--3 YEAR PROGRAM.

BURLINGTON COUNTY VOCATIONAL-TECHNICAL HIGH SCHOOL, MT. HOLLY, N.J.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LAB.,
RUTGERS UNIVERSITY, BUILDING 4103,
KILMER CAMPUS, NEW BRUNSWICK, N.J.
08903 ($1.50)
PUB DATE - JUL72 59P.

DESCRIPTORS - *CURRICULUM GUIDES; CURRICULUM DESIGN; *PROGRAM DESCRIPTIONS; PROGRAM DESIGN; *ENGINEERING; *COURSE CONTENT; COURSE DESCRIPTIONS; GRADE 10; GRADE 11; GRADE 12
IDENTIFIERS - *STATIONARY ENGINEERING

ABSTRACT - THIS PROGRAM DESCRIPTION IS INTENDED FOR USE BY HIGH SCHOOL CURRICULUM PERSONNEL AND FACULTY MEMBERS CHARGED WITH PROVIDING INSTRUCTION IN STATIONARY ENGINEERING. OF A 3-YEAR DURATION

AND COMPOSED OF SPECIFIC CONTENT IN MATHEMATICS, AND SCIENCE AND TECHNOLOGY, THIS PROGRAM IS DESIGNED FOR STUDENTS IN GRADES 10, 11, AND 12, WHO ARE INTERESTED IN BECOMING SKILLED BOILER OPERATORS AND REPAIRMEN, AND WHO, IN ADDITION TO COMPLETING NINTH GRADE, POSSESS: (1) GOOD MANUAL DEXTERITY, (2) MECHANICAL APTITUDE, (3) ABILITY TO INTERPRET INSTRUMENT READINGS, AND (4) A PRONOUNCED SENSE OF RESPONSIBILITY. INCLUDED ARE: (1) A JOB DESCRIPTION, (2) STIPULATIONS REGARDING THE NECESSARY TEACHING FACILITY, (3) AN EXPLANATION OF THE RULES AND REGULATIONS REGARDING BOILER OPERATION, (4) A BIBLIOGRAPHY, (5) A LIST OF TOOLS NEEDED, AND (6) COURSE DESCRIPTIONS AND OBJECTIVES FOR EACH OF THE 3-YEAR COMPONENTS. (SN)

VT 100 041
STEINGRESS, FREDERICK M.;FROST, HAROLD J.
EXPLORATORY COURSE: STATIONARY ENGINEERING, ENVIRONMENTAL CONTROL, AND REFRIGERATION. STUDENT MANUAL.

BERGEN COUNTY VOCATIONAL-TECHNICAL HIGH SCHOOL, HACKENSACK, N.J.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LAB., RUTGERS UNIVERSITY, BLDG. 4103, KILMER CAMPUS, NEW BRUNSWICK, N.J. 08903 ($2.00)
PUB DATE - SEP72 134P.

DESCRIPTORS - *COURSE CONTENT; *REFRIGERATION; *REFRIGERATION MECHANICS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ENVIRONMENTAL EDUCATION; INDUSTRIAL EDUCATION; OCCUPATIONAL INFORMATION; OPERATING ENGINEERING; RESOURCE MATERIALS; SECONDARY GRADES; VOCATIONAL EDUCATION
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS STUDY GUIDE FOR USE IN VOCATIONAL HIGH SCHOOL CLASSES, INTRODUCES THE STUDENT TO THESE THREE AREAS OF STUDY: (1) STATIONARY ENGINEERING, (2) ENVIRONMENTAL CONTROL, AND (3) REFRIGERATION. CONTENTS OF THE MANUAL ARE DIVIDED INTO ELEVEN UNITS OF STUDY: (1) TRADE INFORMATION, (2) SHOP SAFETY, (3) BASIC TOOLS, (4) BOILERS, (5) BOILER PARTS AND FITTINGS, (6) FEEDWATER ACCESSORIES, (7) COMBUSTION ACCESSORIES, (8) BOILER OPERATION, (9) VENTILATION, (10) REFRIGERATION, (11) FUNDAMENTALS OF ELECTRICITY. EACH UNIT CONTAINS A LESSON OBJECTIVE, SUBJECT MATTER INFORMATION, READING REFERENCES, SHOP AND CLASSROOM PROCEDURES, AND ASSIGNMENTS. (DL)

VT 100 042
STEINGRESS, FREDERICK M.;FROST, HAROLD J.
EXPLORATORY COURSE: STATIONARY ENGINEERING, ENVIRONMENTAL CONTROL, AND REFRIGERATION. TEACHER'S MANUAL.

BERGEN COUNTY VOCATIONAL-TECHNICAL HIGH SCHOOL, HACKENSACK, N.J.;NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.|RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB..
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LAB., RUTGERS UNIVERSITY, BLDG. 4103, KILMER CAMPUS, NEW BRUNSWICK, N.J. 08903 ($2.00)
PUB DATE - SEP72 118P.

DESCRIPTORS - *COURSE CONTENT; *REFRIGERATION; *TEACHING GUIDES; *TEACHING PROCEDURES; *TRADE AND INDUSTRIAL EDUCATION; OCCUPATIONAL INFORMATION; OPERATING ENGINEERING; REFRIGERATION MECHANICS; SECONDARY GRADES
IDENTIFIERS - *STATIONARY ENGINEERING; CAREER AWARENESS

ABSTRACT - THIS TEACHER'S MANUAL IS DESIGNED FOR A VOCATIONAL HIGH SCHOOL EXPLORATORY COURSE OF 45 DAYS WITH THREE HOURS OF INSTRUCTION PER DAY. THE 80 ASSIGNMENTS OF RELATED AND SHOP WORK INCLUDE THE FOLLOWING: (1)

TRADE INFORMATION, (2) SHOP SAFETY (3) BASIC TOOLS, SUCH AS HAND AND POWER TOOLS, AND TOOL APPLICATION, (4) BOILERS, BOILER PARTS, AND FITTINGS, (5) BACKGROUND ON FEEDWATER ACCESSORIES AND COMBUSTION ACCESSORIES, AND (6) INFORMATION ON BOILER OPERATION, VENTILATION, REFRIGERATION, AND FUNDAMENTALS OF ELECTRICITY. THE MANUAL CONTAINS A CLASSROOM CHART FOR THE TEACHER'S RECORDING OF THE PROGRESS OF EACH STUDENT THROUGH THE MATERIAL. NUMEROUS WORKING DRAWINGS, KEYED TO THE TEXT, ARE INCLUDED. (DL)

VT 100 047
PEARSON, RAYMOND E.
BUILDING MAINTENANCE: COURSE OF STUDY OUTLINE.

SALEM COUNTY TECHNICAL INST., PENNS GROVE, N.J.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LAB., RUTGERS UNIVERSITY, BUILDING 4103 KILMER CAMPUS, NEW BRUNSWICK, NJ 08903 ($1.00)
PUB DATE - OCT71 129P.

DESCRIPTORS - *ADULT VOCATIONAL EDUCATION; *CLEANING; *CURRICULUM GUIDES; *CUSTODIAN TRAINING; *MAINTENANCE; COURSE CONTENT; INPLANT PROGRAMS; INSTRUCTIONAL PROGRAMS; SERVICE OCCUPATIONS; TEACHING GUIDES; TEACHING PROCEDURES

ABSTRACT - THIS CURRICULUM TEACHING GUIDE IS DESIGNED FOR INPLANT TRAINING AND RETRAINING IN SPECIAL PROGRAMS IN BUILDING MAINTENANCE. THE 684-HOUR COURSE OF STUDY COVERS SUCH TOPICS AS SAFETY, MATERIALS, PROCEDURES, AND SPECIFIC SKILLS USEFUL IN THE VARIOUS JOBS OF MAINTENANCE. EACH OF THE SEVEN UNITS CONTAINS TEACHING OBJECTIVES, A UNIT OUTLINE, PROCEDURES, EVALUATION, SUGGESTED CLASS HOURS, AND REFERENCES. SAMPLE LESSON PLANS, AN EXAMPLE OF A CLASS HANDOUT, AND A BIBLIOGRAPHY ARE PROVIDED IN THE APPENDIX. (MU/WT)

VT 100 052
OHIO PROGRAM REVIEW FOR IMPROVEMENT DEVELOPMENT, AND EXPANSION IN VOCATIONAL EDUCATION.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 578P.

DESCRIPTORS - EDUCATIONAL QUALITY; SECONDARY GRADES; *VOCATIONAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL DEVELOPMENT; *PROGRAM EVALUATION; *REVIEW (REEXAMINATION); *STATE SURVEYS; STATEWIDE PLANNING; PROGRAM DESCRIPTIONS; PROGRAM DEVELOPMENT; WORKSHEETS; BEHAVIORAL OBJECTIVES; EDUCATIONAL IMPROVEMENT; ADVISORY COMMITTEES
IDENTIFIERS - *OHIO; PRIDE; PROGRAM REVIEW IMPROVEMENT DEVELOPMENT EXPANSION

ABSTRACT - THE CHIEF PURPOSE OF THE OHIO PROGRAM REVIEW FOR IMPROVEMENT, DEVELOPMENT, AND EXPANSION IN VOCATIONAL EDUCATION (PRIDE) IS TO IMPROVE THE QUALITY OF VOCATIONAL EDUCATION IN OHIO THROUGH A COMPREHENSIVE SYSTEM REQUIRING SCHOOL, COMMUNITY, AND STATE INVOLVEMENT, AND EDUCATIONAL PLANNING BY VOCATIONAL TEACHERS, SUPERVISORS, ADMINISTRATORS, AND STATE VOCATIONAL EDUCATION PERSONNEL. THESE GUIDELINES FOR EVALUATING A WIDE RANGE OF PROGRAMS IN VOCATIONAL EDUCATION AT THE SECONDARY LEVEL INCLUDE SEPARATE PROGRAM DESCRIPTIONS, OBJECTIVES, AND POINTS TO CONSIDER WHEN REVIEWING THE STUDENTS AND THE PRODUCTS. INTENDED FOR USE BY PRIDE COMMITTEE MEMBERS, WHO ARE COMMUNITY MEMBERS AND EDUCATORS SELECTED FOR THEIR INTEREST IN OR KNOWLEDGE ABOUT THE VOCATIONAL INSTRUCTIONAL PROGRAM, THIS REVIEW PROVIDES SPACE FOR THE COMMITTEE'S RECOMMENDATIONS AND EVALUATIVE COMMENTS. A COPY OF EACH SEPARATE PRIDE REPORT IS TO BE FILED WITH

THE BUILDING PRINCIPAL, THE SERVICE REPRESENTATIVE, AND THE STATE SUPERVISOR OF THE VOCATIONAL TRADE AND INDUSTRIAL EDUCATION SERVICE. (AG)

VT 100 053
TRAINING COURSE FOR POWER OPERATING PERSONNEL: LESSON IV, ALTERNATORS, ALTERNATING-CURRENT GENERATORS.

DEPARTMENT OF THE INTERIOR, DENVER, COLO. ENGINEERING AND RESEARCH CENTER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - OCT72 51P. OCTOBER 1972 REVISION

DESCRIPTORS - *ELECTRIC MOTORS; *ELECTRICITY; *JOB TRAINING; *STUDY GUIDES; COURSE CONTENT; ELECTROMECHANICAL TECHNOLOGY; GRAPHS; TECHNICAL EDUCATION; TESTS
IDENTIFIERS - POWER OPERATING PERSONNEL

ABSTRACT - THIS IS A REVISION OF BOOKLET IV OF THE TWELVE CONTAINED IN THE DOCUMENT AVAILABLE AS VT 013 773 (AIM, VOL. 5 NO. 2). THE LESSON IS PRESENTED IN TEN PARTS TO SHOW: (1) THE PARTS OF A GENERATOR, (2) THE GENERATOR STATOR AND ROTOR, (3) EFFECT OF ROTOR WINDING ON VOLTAGE AND OUTPUT, (4) ARMATURE REACTION AND ARMATURE IMPEDANCE DROP, (5) ELECTRICAL CHARACTERISTICS AND POWER LOSSES IN GENERATORS, AND (6) RECLAMATION'S CONTRIBUTION TO THE NATION'S POWER SUPPLY. TWENTY-FOUR FIGURES AND DRAWINGS ARE ON FOLD-OUT SHEETS AT THE END OF THE LESSON AND POSTTEST QUESTIONS AND ANSWERS ARE INCLUDED. (MU)

VT 100 054
A FUNCTIONAL APPROACH TO THE STUDY OF ENGLISH FOR THE AUTO SHOP STUDENT.

LENAPE VOCATIONAL-TECHNICAL SCHOOL, FORD CITY, PA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 107P.

DESCRIPTORS - *ENGLISH CURRICULUM; *AUTO MECHANICS; *GRAMMAR; WRITING EXERCISES; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - PARTS OF SPEECH, PUNCTUATION, AND OTHER ELEMENTS OF ENGLISH USAGE ARE ARRANGED IN UNITS, WITH EXERCISES FOR EACH, FOR THE AUTO SHOP STUDENT AT LENAPE VOCATIONAL-TECHNICAL SCHOOL, FORD CITY, PENNSYLVANIA. (MF)

VT 100 056
KOZMA, FRANK F.
RELATED THEORY FOR PAINTERS AND DECORATORS.

MIDDLESEX COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOLS, NEW BRUNSWICK, N.J.;NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.|RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB..
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LAB., RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, NEW BRUNSWICK, NJ 08903 ($2.00)
PUB DATE - MAY72 183P.

DESCRIPTORS - *BUILDING TRADES; *PAINTING; *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; COLOR; SAFETY

ABSTRACT - WRITTEN FOR CLASSROOM USE OF VOCATIONAL HIGH SCHOOL STUDENTS INTERESTED IN PREPARING FOR WORK AS HOUSE PAINTERS AND DECORATORS, THIS SUPPLEMENTARY TEXTBOOK PROVIDES SUBJECT MATTER FOR 60 LESSONS. THE TEN UNITS COVER: (1) THE IMPORTANCE, USES, AND KINDS OF PAINT, (2) CARE AND USE OF TOOLS AND EQUIPMENT, (3) COLOR, (4) INSTRUCTIONS FOR USING EACH OF FIVE SPECIFIC MATERIALS FOR PAINTING, (5) CAUSES OF PAINT FAILURES, AND (6) SPRAY PAINTING. AN EXTENSIVE GLOSSARY OF TERMS OF THE TRADE AND AN ACHIEVEMENT TEST FOR EACH OF THE TEN UNITS ARE INCLUDED. (MU)

VT 100 057
MOUGHAN, JOHN, AND OTHERS
ELECTRICITY: ELECTRICAL APPLIANCE SERVICEMAN (SMALL RESISTIVE TYPE).

ORANGE COUNTY PUBLIC SCHOOLS,
ORLANDO, FLA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 163P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *PROGRAMED MATERIALS; *VOCATIONAL EDUCATION; *MANUALS; LEARNING ACTIVITIES; ENTRY WORKERS; TRAINING OBJECTIVES; *ELECTRICAL APPLIANCE SERVICEMEN
IDENTIFIERS - EMPLOYMENT SKILLS; BEGINNING COMPETENCE

ABSTRACT - THIS TRAINING MANUAL FOR ELECTRICAL APPLIANCE SERVICEMEN WAS DEVELOPED BY PERSONNEL AT A VOCATIONAL TECHNICAL CENTER. A BRIEF SECTION FOR THE INSTRUCTOR'S USE INCLUDES A DESCRIPTION OF THE TYPE OF STUDENT GENERALLY ENROLLED IN THE TRAINING COURSE, PREREQUISITES TO SERVE AS GUIDELINES FOR A SCREENING PROCESS, A JOB DESCRIPTION FOR ELECTRICAL APPLIANCE SERVICEMEN, AND A LIST OF JOB OBJECTIVES OR SKILLS TO BE MASTERED BY THE STUDENT. THE INSTRUCTIONAL MATERIAL FOR THE STUDENT IS PRESENTED AS A PROGRAMED PACKAGE FOR SELF-STUDY AND CONTAINS ORIENTATION INFORMATION, PRE- AND POSTTESTS, WORK SHEETS, LISTS OF REFERENCES AND REQUIRED READINGS. (KH)

VT 100 058
MCCRURY, WILMA O.
JOB PLACEMENT.

HARLANDALE INDEPENDENT SCHOOL DISTRICT, SAN ANTONIO, TEX. CAREER EDUCATION CENTER.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.; TEXAS EDUCATION AGENCY, AUSTIN.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 43P.

DESCRIPTORS - *EMPLOYMENT SERVICES; *JOB PLACEMENT; *OCCUPATIONAL GUIDANCE; *SCHOOL INDUSTRY RELATIONSHIP; *YOUTH EMPLOYMENT; COOPERATIVE PROGRAMS; EMPLOYMENT INTERVIEWS; JOB APPLICATION; STUDENT EMPLOYMENT

ABSTRACT - THE OBJECTIVES AND OPERATIONAL PROCEDURES OF THE HARLANDALE SCHOOL DISTRICT, SAN ANTONIO, TEXAS IN CONNECTION WITH ITS CAREER EDUCATION PROGRAM ARE DESCRIBED IN THIS BOOKLET. THE JOB PLACEMENT SERVICE PROVIDES INFORMATION, CONTINUING GUIDANCE, AND ASSISTANCE TO STUDENTS, GRADUATES, AND OUT-OF-SCHOOL YOUTH IN FINDING JOBS, MATCHING ABILITIES AND NEEDS, MAINTAINING WORKING RELATIONSHIPS WITH LOCAL BUSINESS AND INDUSTRY IN PROVIDING EMPLOYMENT OPPORTUNITIES, AND SUPPLYING AN OCCUPATIONAL FOLLOWUP PROGRAM FOR EVERY STUDENT LEAVING THE SCHOOL. SAMPLE LETTERS TO EMPLOYERS ABOUT THE PLACEMENT SERVICE, STUDENT ASSISTANCE FORMS, AND COUNSELING MATERIALS ARE INCLUDED. (MF)

VT 100 063
VOCATIONAL AUTOMOTIVE MECHANICS CURRICULUM GUIDE.

VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG. DEPT. OF EDUCATION.; VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND. TRADE AND INDUSTRIAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - OCT71 112P. DEVELOPED IN SUMMER WORKSHOP (VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG, VA., 1971).

DESCRIPTORS - *AUTO MECHANICS; *CURRICULUM GUIDES; *STANDARDS; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; CURRICULUM DEVELOPMENT; INSTRUCTIONAL AIDS; TIME BLOCKS

ABSTRACT - THIS CURRICULUM GUIDE FOR AUTO MECHANICS IS DESIGNED TO ESTABLISH STANDARDS FOR INSTRUCTION IN THE STATE OF VIRGINIA. DEVELOPED BY A GROUP OF AUTO MECHANICS INSTRUCTORS, THE GUIDE INCLUDES A BLOCK TIME SCHEDULE FOR A 1080-HOUR PROGRAM. ALL OF THE 21 BLOCKS OF STUDY CONTAIN SEVERAL UNITS OF INSTRUCTION ON SPECIFIC AREAS OF AUTOMOTIVE REPAIR AND PROVIDE SUGGESTIONS FOR THE TYPE OF INFORMATION TO BE GIVEN, THE SKILL-DEVELOPMENT ACTIVITIES FOR

STUDENTS, AND A CODED LISTING OF AUDIO-VISUAL AIDS. APPENDIXES INCLUDE MATERIALS SUCH AS TEACHING GUIDES, AIDS, FORM LETTERS, JOB SHEETS, AND OTHER FORMS TO BE USED AS EXAMPLES. (KH)

VT 100 068
KOVACS, JOSEPH, JR.
CASTING PROCESSES: A WORKBOOK FOR DRAFTING AND DESIGN STUDENTS.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; BURLINGTON COUNTY VOCATIONAL TECHNICAL HIGH SCHOOL, MT. HOLLY, N.J.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LABORATORY, RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, NEW BRUNSWICK, N.J. 08903 ($2.50)
PUB DATE - MAR73 138P.

DESCRIPTORS - *COURSE CONTENT; *DESIGN; *DRAFTING; *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; BEHAVIORAL OBJECTIVES; SECONDARY GRADES; UNIT PLANS; VOCATIONAL EDUCATION
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - PREPARED BY A VOCATIONAL INSTRUCTOR, AND DESIGNED AND TESTED IN AN AREA VOCATIONAL SCHOOL, THIS STUDY GUIDE IS INTENDED TO FAMILIARIZE THE STUDENT WITH AND GIVE HIM A WORKING KNOWLEDGE OF THE VARIOUS CASTING PROCESSES AS THEY ARE RELATED TO THE DESIGN OF A MACHINE PART. THE GUIDE IS PRESENTED AS SOME 40 UNITS OF RELATED MATERIAL FOR DRAFTING STUDENTS AT THE SECONDARY LEVEL FOR USE IN A 1-YEAR COURSE. EACH UNIT INCLUDES BEHAVIORAL OBJECTIVES, PROCEDURES, RELATED INFORMATION, AND WORKING DRAWINGS TO ILLUSTRATE THE TEXT. THE COURSE CONTENTS ARE ORGANIZED INTO 10 SECTIONS: (1) PATTERNS, (2) SAND MOLDING, (3) DESIGN CONSIDERATIONS, (4) SAND CASTING, (5) SHELL-MOLD CASTING, (6) PERMANENT-MOLD CASTING, (7) PLASTER-MOLD CASTING, (8) INVESTMENT CASTING, (9) DIE CASTING, AND (10) CENTRIFUGAL CASTING. THE STUDENT SHOULD BE ABLE TO USE THIS WORKBOOK WHEN IT IS COMPLETED AS A REFERENCE BOOK ON COST AND DESIGN FACTORS INVOLVED IN EACH CASTING PROCESS. (DL)

VT 100 070
O'REILLEY, WILLIAM
ART AND DESIGN--PAINTERS, VOLUME III.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION, TRENTON.; MIDDLESEX COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOLS, NEW BRUNSWICK, N.J.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LABORATORY, RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, NEW BRUNSWICK, N.J. 08903 ($1.50)
PUB DATE - JUL57 119P.

DESCRIPTORS - *STUDY GUIDES; SECONDARY GRADES; *TRADE AND INDUSTRIAL EDUCATION; UNIT PLANS; DESIGN; *PAINTING; EDUCATIONAL OBJECTIVES; COURSE CONTENT; *VISUAL ARTS; *COLOR PLANNING
IDENTIFIERS - BEGINNING COMPETENCE; EMPLOYMENT SKILLS

ABSTRACT - THIS STUDENT GUIDE ON ART AND DESIGN IS THE THIRD VOLUME IN A SERIES OF DOCUMENTS RELATING TO VOCATIONAL TRAINING IN PAINTING AND DECORATING. THREE UNITS OF STUDY IN THIS BOOKLET ARE ADVANCED LETTERING, COLOR SCHEMES, AND ARCHITECTURAL BLUEPRINT READING. EACH UNIT CONTAINS AN INFORMATION SHEET, JOB SHEETS, AND AN ACHIEVEMENT TEST. EACH CONTAINS CLEARLY-SPECIFIED OBJECTIVES, CONTENT MATERIAL, TASK PROCEDURES, ASSIGNMENTS, AND REFERENCE MATERIALS. NUMEROUS WORKING SKETCHES ARE PROVIDED THROUGHOUT THE DOCUMENT. (DL)

VT 100 078
HEPPA, VICTOR
BLUEPRINT READING FOR MASONS.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; BERGEN COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOL, HACKENSACK, N.J.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LABORATORY, RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, NEW BRUNSWICK, NJ 08903 ($1.75)
PUB DATE - OCT63 85P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *MASONRY; SECONDARY GRADES; *STUDY GUIDES; *INSTRUCTIONAL MATERIALS; COURSE CONTENT; ASSIGNMENTS; *BLUEPRINTS; BUILDING PLANS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS STUDENT MANUAL IS DESIGNED TO GIVE INSTRUCTION ON BLUEPRINT READING TO HIGH SCHOOL STUDENTS PREPARING TO BE MASONS. CONTENT MATERIAL IN THIS MANUAL COVERS THE FOLLOWING TOPICAL AREAS: AN EXPLANATION OF THE PURPOSES OF A BLUEPRINT, THE TYPES OF LINES USED ON A BLUEPRINT, AN EXPLANATION OF DIMENSIONS, SYMBOLS, NOTES, AND ABBREVIATIONS USED ON BLUEPRINTS, A DESCRIPTION OF HOW TO PLAN AND DRAW A BLUEPRINT, AN EXPLANATION OF ELEVATION VIEWS, PLAN VIEWS, SECTION VIEWS, AND A PLOT PLAN, AND A DESCRIPTION OF DETAIL, MECHANICAL, STRUCTURAL, AND REVISED DRAWINGS. EACH OF THE TOPICS DISCUSSED IS ACCOMPANIED BY AN ASSIGNMENT. NUMEROUS WORKING SKETCHES ARE FOUND THROUGHOUT THE MANUAL. (DL)

VT 100 079
PONIATOWSKI, STEPHEN J.; NITTOLI, ANTHONY A.
PACKAGE LINE MECHANICS COURSE OF STUDY OUTLINES.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; THOMAS A. EDISON VOCATIONAL AND TECHNICAL HIGH SCHOOL, ELIZABETH, N.J.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LABORATORY, RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, NEW BRUNSWICK, NJ 08903 ($2.00)
PUB DATE - SEP69 145P.

DESCRIPTORS - *COURSE DESCRIPTIONS; *EQUIPMENT MAINTENANCE; *MACHINE TOOL OPERATORS; *MECHANICAL EQUIPMENT; *SHOP CURRICULUM; DAY PROGRAMS; EVENING PROGRAMS; LESSON PLANS; UNIT PLAN; VOCATIONAL EDUCATION
IDENTIFIERS - *PACKAGE LINE MACHANICS; THOMAS EDISON VOCATIONAL AND TECHNICAL HIGH SCHOOL

ABSTRACT - THE PACKAGE LINE MECHANICS PROGRAM DESCRIBED IN THIS DOCUMENT WAS THE FIRST OF ITS KIND IN THE NATION. COURSE OF STUDY OUTLINES ARE PRESENTED FOR BOTH THE HIGH SCHOOL DAY PROGRAM AND THE ADULT EVENING PROGRAM FOR TRAINING STUDENTS IN THIS RELATIVELY NEW SKILL. THE PACKAGE LINE MECHANIC OPERATES AND REPAIRS SEMIAUTOMATIC AND FULLY AUTOMATIC PACKAGING MACHINERY, USING MANY BASIC TOOLS AND SHOP MACHINES. STUDY UNITS IN BOTH THE HIGH SCHOOL COURSE FOR GRADES 10 THROUGH 12 AND THE 3-YEAR ADULT EVENING COURSE INCLUDE SHOP SAFETY, SHOP PRACTICE, APPLIED MATHEMATICS, BLUEPRINT READING, APPLIED SCIENCE, AND TRADE THEORY. SAMPLE TESTS AND SUGGESTED TEACHING AIDS ARE APPENDED. (MF)

VT 100 081
BABINEAU, BERNARD, AND OTHERS
A CURRICULUM GUIDE FOR PLUMBING, HEATING, AND AIR CONDITIONING.

MAINE STATE DEPT. OF EDUCATION, AUGUSTA. BUREAU OF VOCATIONAL EDUCATION; MAINE UNIV., PORTLAND.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUN72 116P.

DESCRIPTORS - *CURRICULUM GUIDES; CURRICULUM DEVELOPMENT; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL INFORMATION; *VOCATIONAL EDUCATION; ENTRY WORKERS; PLUMBING; HEATING; AIR CONDITIONING; *BUILDING TRADES

ABSTRACT - THIS SPIRAL-BOUND CURRICULUM GUIDE WAS DEVELOPED THROUGH THE COOPERATIVE EFFORTS OF A MAINE EDUCATIONAL AGENCY AND A GROUP OF TEACHERS OF VOCATIONAL AND TECHNICAL EDUCATION. DESIGNED FOR USE BY VOCATIONAL SCHOOL TEACHERS IN PLANNING PROGRAMS OF INSTRUCTION THAT WILL BENEFIT STUDENTS SEEKING THE ACQUISITION OF EMPLOYMENT SKILLS, THIS GUIDE PROVIDES AN ANALYSIS OF VARIOUS OCCUPATIONS IN THE FIELDS OF HEATING, PLUMBING, AND AIR CONDITIONING AND A SERIES OF INSTRUCTIONAL UNITS NECESSARY FOR EACH OCCUPATION AT JOB ENTRY LEVEL. A MATRIX OF OCCUPATIONS AND TEACHING UNITS PERMITS THE TEACHER A FLEXIBLE UTILIZATION OF THE GUIDE. EACH UNIT CONTAINS A BRIEF DESCRIPTION OF CONTENT, THE EXPECTED STUDENT GOALS, PREREQUISITES FOR THE COURSE, AND A LIST OF EQUIPMENT NEEDED. INCLUDED ARE A GLOSSARY, A LISTING OF RESOURCE MATERIALS, AND GUIDELINES FOR ASSEMBLING TOOL KITS. (KH)

VT 100 089
OFFSET PRINTING.

STANTON CAREER EDUCATION CENTER, JACKSONVILLE, FLA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 107P.

DESCRIPTORS - *COURSE CONTENT; *PRINTING; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WORKBOOKS; JOB ANALYSIS; REPROGRAPHY; TASK ANALYSIS
IDENTIFIERS - LEARNING ACTIVITY PACKAGES; LAPS

ABSTRACT - THIS WORKBOOK IS DESIGNED TO TAKE THE STUDENT THROUGH THE SIX LEARNING ACTIVITY PACKAGES (LAP'S) CONSTITUTING THE COURSE OF STUDY IN OFFSET PRINTING. THE SIX LAP'S ARE: (1) ORIENTATION, (2) CAMERA MAN, (3) STRIPPER, (4) PLATEMAKER, (5) PRESS, AND (6) BINDERY. EACH LAP CONTAINS A PRETEST, OBJECTIVES, PROCEDURES AND PROBLEMS, AND A POSTTEST. VOCABULARY MATERIAL, VOCATIONAL OPPORTUNITIES, AND EVALUATIONS ARE FOUND IN MANY OF THE SECTIONS. SPACE IS PROVIDED FOR RECORDS FROM RELATED SUBJECTS OF MATH, SCIENCE, OCCUPATIONAL INFORMATION, AND COMMUNICATIONS. (MU)

VT 100 090
GIRANDOLA, RUDOLPH J., ED.
PRACTICAL PUBLIC RELATIONS PROGRAMS TO PROMOTE VOCATIONAL EDUCATION IN YOUR SCHOOL DISTRICT.

NEW JERSEY STATE ADVISORY COUNCIL ON VOCATIONAL EDUCATION, TRENTON.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 70 16P.

DESCRIPTORS - *MASS MEDIA; *PUBLIC RELATIONS; *PUBLICIZE; INFORMATION DISSEMINATION; MODELS; SCHOOL DISTRICTS; VOCATIONAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - TO HELP GAIN PUBLIC ACCEPTANCE AND SUPPORT FOR VOCATIONAL EDUCATION PROGRAMS, THIS PUBLIC INFORMATION MODEL FOR LOCAL SCHOOL DISTRICTS IN NEW JERSEY WAS PREPARED TO PROVIDE THE LOCAL DISTRICT WITH A PRACTICAL PUBLIC INFORMATION PROGRAM. COST FACTORS ASSOCIATED WITH EACH SUGGESTED COMPONENT OF THE MODEL ARE GIVEN SO THAT A SCHOOL DISTRICT MAY SELECT COMPONENTS ACCORDING TO ITS FINANCIAL CAPABILITY. TECHNIQUES DISCUSSED INCLUDE MONTHLY PUBLICATIONS, NEWS RELEASES, PHOTOGRAPHS, RADIO AND TELEVISION PROMOTION, SLIDES, FILMS, VIDEO TAPES, PRINTED MATERIALS, A SPEAKERS' BUREAU, DISPLAYS, AND SCHOOL VISITATION PROGRAMS. (MF)

VT 100 102
MOYER, JOE; WATSON, FRANK
NINTH GRADE VOCATIONAL MATHEMATICS GUIDE FOR CAREER DEVELOPMENT.

MOBERLY SCHOOL DISTRICT, MO.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.; MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 38P.

DESCRIPTORS - *CAREER EDUCATION;

*CURRICULUM GUIDES; *GRADE 9; *INTEGRATED CURRICULUM; *PRACTICAL MATHEMATICS; EDUCATIONAL OBJECTIVES; INSTRUCTIONAL MATERIALS; LEARNING ACTIVITIES; OCCUPATIONAL CLUSTERS; RESOURCE MATERIALS
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS CURRICULUM GUIDE, DESIGNED TO PROVIDE CAREER DEVELOPMENT ACTIVITIES FOR NINTH GRADE STUDENTS, CONTAINS A LIST OF GENERAL OBJECTIVES FOR CAREER DEVELOPMENT AND A LIST OF SPECIFIC OBJECTIVES FOR EACH OF THE TEN SEPARATE UNITS. EACH UNIT CONTAINS A LIST OF DEVELOPMENTAL OBJECTIVES, A NUMBER OF LEARNING ACTIVITIES, AND MATERIALS AND RESOURCES TO IMPLEMENT EACH ACTIVITY. EACH UNIT RELATES THE LEARNING ACTIVITIES TO SPECIFIC DOMAINS OF THE CURRICULUM, SUCH AS SUBJECT MATTER AREAS, TEXTBOOKS, AND SPECIFIC LESSONS. AT THE END OF EACH UNIT ARE A NUMBER OF SUGGESTIONS TO TEACHERS FOR THE EVALUATION OF STUDENTS. (DL)

VT 100 113
TECHNICAL CLUSTER II: GRAPHIC ARTS, VOLUME F: PRODUCTION PRINTING.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
DEPARTMENT OF JUSTICE, WASHINGTON, D.C. BUREAU OF PRISONS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 68 131P.

DESCRIPTORS - *ADULT EDUCATION; *GRAPHIC ARTS; *PRINTING; *PUBLISHING INDUSTRY; *REPROGRAPHY; ENTRY WORKERS; LESSON PLANS; PHOTOCOMPOSITION; PROJECT TRAINING METHODS; TECHNICAL EDUCATION; VOCATIONAL EDUCATION

ABSTRACT - THIS COURSE OF STUDY IS INTENDED FOR USE IN A CLUSTER CONCEPT PROGRAM AS PART OF AN INTEGRATED CURRICULUM. THE TOTAL PROGRAM AIMS TO PREPARE STUDENTS WITH THE BASIC SKILLS NEEDED TO ENTER A NUMBER OF OCCUPATIONS IN THE GRAPHIC ARTS CLUSTER. THIS 1-MONTH COURSE DEALS WITH PRODUCTION PRINTING. SINCE EMPHASIS IS ON THE APPLICATION OF KNOWLEDGE AND SKILLS ACQUIRED IN PREVIOUS UNITS, THE PROJECT TRAINING METHOD IS USED. THE 20 UNITS OF THE COURSE PROVIDE LESSON PLANS, REFERENCES, AUDIO-VISUAL MATERIALS, AND SUGGESTED ACTIVITIES. THE APPENDIX CONTAINS A PRESCRIPTION PROFILE FOR EMPLOYMENT IN WHICH THE INDUSTRY, THE OCCUPATIONS WITHIN PRODUCTION PRINTING, AND THE VARIOUS PARTS OF THE PROCESS ARE DESCRIBED IN TERMS OF JOB DESCRIPTION. RELATED DOCUMENTS ARE AVAILABLE AS VT 008 349-VT 008 353 AIM FALL, 1969. (MU)

VT 100 142
FIRE SERVICE TRAINING.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 612P.

DESCRIPTORS - TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL DEVELOPMENT; RESOURCE MATERIALS; *MANUALS; COMMUNITY SERVICES; ADULT VOCATIONAL EDUCATION; *FIRE SCIENCE EDUCATION; RESCUE; *FIRE PROTECTION; *FIRE FIGHTERS; *JOB TRAINING; OFFICER PERSONNEL; VISUAL AIDS; SAFETY EQUIPMENT; EQUIPMENT UTILIZATION

ABSTRACT - THIS REVISED MANUAL IS INTENDED TO PROVIDE AN UP-TO-DATE, COMPREHENSIVE GUIDE TO THE PRACTICES AND TECHNIQUES OF FIRE FIGHTING IN ORDER TO CONDUCT AN EFFICIENT FIRE SERVICE TRAINING PROGRAM. INTENDED FOR ADAPTATION TO LOCAL USE BY FIRE FIGHTING PERSONNEL, FIRE FIGHTERS, AND OFFICERS, THESE INSTRUCTIONAL MATERIALS FOR A PROGRAM IN TRADE AND INDUSTRIAL EDUCATION CONTAIN 27 TOPICAL CHAPTERS, FOCUSING ON SUCH AREAS AS FIRE HYDRANTS, FIRE EXTINGUISHERS, FORCIBLE ENTRY, RESCUE, INSPECTIONS, AND RADIATION HAZARDS. OFFICER RESPONSIBILITIES ARE DETAILED, INCLUDING THE NECESSITY FOR ACTION ANALYSIS AND EVALUATION ANALYSIS. A WIDE RANGE OF PHOTOGRAPHS, LINE DRAWINGS, AND

OTHER VISUAL AIDS ILLUSTRATE THE TEXT. NUMEROUS SAMPLE WORKSHEETS AND RESOURCE MATERIALS ARE PROVIDED. (AG)

VT 100 143
SHEET METAL: PART FOUR--WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, BUSINESS SERVICES ORDER DESK, ROOM 211, 721 CAPITAL MALL, SACRAMENTO, CALIFORNIA 95814
PUB DATE - 72 141P.

DESCRIPTORS - *WORKBOOKS; RESOURCE MATERIALS; *SHEET METAL WORK; *APPRENTICESHIPS; *INDUSTRIAL TRAINING; TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; *STATE PROGRAMS
IDENTIFIERS - *CALIFORNIA

ABSTRACT - THIS REVISED WORKBOOK CONSTITUTES THE FOURTH PART OF THE INSTRUCTIONAL MATERIALS DEVELOPED FOR SHEET METAL WORK IN AN INDUSTRIAL TRAINING COURSE, AS PART OF AN APPRENTICESHIP PROGRAM. DEVELOPED BY AN EDUCATIONAL CONSULTANT, AN INDUSTRIAL ADVISORY COMMITTEE, VOCATIONAL EDUCATION TEACHERS AND SUPERVISORS, AT THE REQUEST OF THE STATEWIDE SHEET METAL JOINT APPRENTICESHIP COMMITTEE, THESE SEVEN INSTRUCTIONAL UNITS FOCUS ON THE FOLLOWING GENERAL AREAS, EACH WITH SUBTOPICS: (1) SHEET METAL BLUEPRINT READING, (2) PATTERN DEVELOPMENT, (3) SHORT METHODS OF PATTERN DEVELOPMENT, (4) MATERIALS, (5) POWDER-ACTUATED TOOLS, (6) HEATING, VENTILATING, AND AIR CONDITIONING, AND (7) BUILDING CODES AND LAWS. FOR EACH SUBTOPIC, READING MATERIALS, WORKSHEETS, AND STUDY ASSIGNMENTS ARE INCLUDED. A RATIONALE AND A FINAL RESOURCE LIST ARE PROVIDED. (AG)

VT 100 147
HAND TOOLS FOR METALWORKING TRADES.

TEXAS UNIV., AUSTIN. DIV. OF EXTENSION.
DOCUMENT NOT AVAILABLE FROM EDRS.
INSTRUCTIONAL MATERIALS SERVICES, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($7.00)
PUB DATE - MAR72 130P. 3RD EDITION

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *HAND TOOLS; *METAL WORKING OCCUPATIONS; *INSTRUCTIONAL MATERIALS; MANUALS
IDENTIFIERS - EMPLOYMENT SKILLS

ABSTRACT - THIS MANUAL IS WRITTEN AS A REFERENCE BOOKLET FOR BOTH THE INSTRUCTOR AND THE STUDENT INVOLVED IN BASIC METALWORKING OPERATIONS. DESIGNED TO PROVIDE BACKGROUND INFORMATION AND SKILL IN THE USE OF BASIC TOOLS, THE MANUAL DESCRIBES THE PROPER MANNER OF DESIGNATING TYPES, SIZES, AND MAKES OF TOOLS, EXPLAINS HOW TO CARE FOR TOOLS, HOW THEY SHOULD BE STORED, AND THE SAFETY CONSIDERATIONS INVOLVED IN THEIR USE. THE MANUAL ALSO DESCRIBES AND ILLUSTRATES THE STANDARDS OF DESIGN AND CONSTRUCTION FOR VARIOUS HAND TOOLS AND SPECIFIES WHAT LIMITATIONS SHOULD BE IMPOSED DURING THEIR USE. THE HAND TOOLS DISCUSSED INCLUDE HACKSAWS, FILES, HAMMERS, CHISELS AND PUNCHES, VISES AND CLAMPS, MEASURING AND LAYOUT TOOLS, WRENCHES, SCREWDRIVERS, DRILLS, THREADING TOOLS, REAMERS, SOLDERING TOOLS, AND GAUGES. (AUTHOR/DL)

VT 100 202
GROHE, WILLIAM
PRECISION INSPECTION MANUAL-2.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON, DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - OCT63 150P.

DESCRIPTORS - *INSTRUMENTATION; *MANUALS; *MEASUREMENT INSTRUMENTS; *STUDY GUIDES; EQUIPMENT

UTILIZATION; INSPECTION

ABSTRACT - LESSONS IN THE PRINCIPLES, USE, METHODS OF TESTING, AND CARE OF VERNIER MEASURING INSTRUMENTS AND OF PRECISION GAGE BLOCKS ARE PRESENTED, TOGETHER WITH FILL-IN STATEMENTS, TRUE OR FALSE LISTS, AND ASSIGNMENTS. ACHIEVEMENT TESTS ARE PROVIDED AT THE END OF EACH SECTION. A GLOSSARY AND REFERENCES ARE APPENDED. (MF)

VT 100 203
AIRFRAME AND POWERPLANT MECHANICS CERTIFICATION GUIDE.

FEDERAL AVIATION ADMINISTRATION (DOT), WASHINGTON, D.C. FLIGHT STANDARDS SERVICE.
MF AVAILABLE IN VT-ERIC SET.
AC-65-2B
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (S/N 5007-0172; $.65)
PUB DATE - 71 65P. REVISED EDITION

DESCRIPTORS - *AVIATION MECHANICS; *CERTIFICATION; *STANDARDS; *STUDY GUIDES; *TESTS

ABSTRACT - THIS GUIDE WAS PREPARED TO PROVIDE INFORMATION TO PROSPECTIVE AIRFRAME AND POWERPLANT MECHANICS AND OTHER PERSONS INTERESTED IN THE CERTIFICATION OF MECHANICS. IT CONTAINS INFORMATION ABOUT THE CERTIFICATE REQUIREMENTS, APPLICATION PROCEDURES, AND THE MECHANIC WRITTEN, ORAL, AND PRACTICAL TESTS. SAMPLE WRITTEN TEST QUESTIONS AND RECOMMENDED STUDY MATERIALS ARE INCLUDED, ALONG WITH PORTIONS OF THE FEDERAL AVIATION REGULATIONS, THE FEDERAL AVIATION ADMINISTRATION REGIONAL OFFICES, AND FLIGHT STANDARDS DISTRICT OFFICES. (AUTHOR/MF)

VT 100 205
ENGINE LATHE OPERATOR INSTRUCTOR'S GUIDE. PART OF SINGLE-TOOL SKILLS PROGRAM MACHINE INDUSTRIES OCCUPATIONS.

NEW YORK STATE EDUCATION DEPT., ALBANY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 129P.

DESCRIPTORS - *METAL WORKING OCCUPATIONS; *SHOP CURRICULUM; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ADULT EDUCATION; ENTRY WORKERS; MACHINE TOOL OPERATORS; MACHINERY INDUSTRY; MACHINISTS; SECONDARY GRADES; SHEET METAL WORKERS; TOOL AND DIE MAKERS

ABSTRACT - THIS INSTRUCTIONAL GUIDE FOR A COURSE OF STUDY IN METALWORKING IN ADULT EDUCATION PROGRAMS, DESIGNED TO PREPARE STUDENTS FOR ENTRY-LEVEL JOBS, CAN ALSO BE USED IN MANPOWER PROGRAMS OR IN SECONDARY SCHOOLS. THE COURSE CONTENT INCLUDES 16 PROJECTS SUCH AS THE MULTI-DIAMETER SHAFT, DIE WRENCH, AND SELF-CENTERING VICE, THE TOTAL COMPRISING 48 JOB ASSIGNMENTS. EACH JOB SHEET FOR SHOP PROJECTS CONSISTS OF OBJECTIVES, EQUIPMENT, REFERENCES, PROCEDURES, TECHNIQUES, AND RELATED INFORMATION ALONG WITH A SUGGESTED TIME ALLOWANCE. WORKING DRAWINGS ARE KEYED TO SPECIFIC PROJECTS. FOLLOWING THE INTRODUCTION IS A LISTING OF ABBREVIATIONS USED IN THE TEXT AND DRAWINGS. (WT)

VT 100 208
THE NATIONAL APPRENTICESHIP PROGRAM.

MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. BUREAU OF APPRENTICESHIP AND TRAINING.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 33P. 1972 REVISION.

DESCRIPTORS - *APPRENTICESHIPS; *INPLANT PROGRAMS; *JOB TRAINING; *MANPOWER DEVELOPMENT; INDUSTRIAL TRAINING; OCCUPATIONS
IDENTIFIERS - *NATIONAL APPRENTICESHIP PROGRAM

ABSTRACT - THIS BOOKLET PRESENTS AN OVERVIEW OF THE NATIONAL APPRENTICESHIP PROGRAM WITH SPECIAL EMPHASIS ON ITS PROVISIONS AND THEIR APPLICATION IN MODERN

INDUSTRY. SPECIFIC CONTENTS OF THE DOCUMENT INCLUDE AN EXPLANATION OF: (1) WHAT APPRENTICESHIP IS, (2) WHY APPRENTICESHIP IS IMPORTANT, (3) WHAT APPRENTICESHIP CAN DO, (4) HOW THE NATIONAL PROGRAM OPERATES, (5) BASIC STANDARDS OF AN APPRENTICESHIP PROGRAM, (6) LAWS AND REGULATIONS AFFECTING APPRENTICESHIP, (7) VETERANS' TRAINING ALLOWANCES, (8) WHERE APPRENTICESHIPS ARE EMPLOYED, (9) WHERE TO APPLY FOR ADMISSION INTO AN APPRENTICESHIP PROGRAM, AND (10) APPRENTICEABLE OCCUPATIONS. INCLUDED ALSO IS A LIST OF THE OCCUPATIONS WHICH MEET CRITERIA FOR APPRENTICEABLE OCCUPATIONS. (SN)

VT 100 213
CAREERS IN ELECTRONICS AND ALLIED OCCUPATIONS (QUIN-1). COURSE OUTLINE.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 44P.

DESCRIPTORS - *COURSE CONTENT; *DEVELOPMENTAL PROGRAMS; *ELECTRONICS; *VOCATIONAL DEVELOPMENT; *VOCATIONAL EDUCATION; CAREERS; CURRICULUM GUIDES; OCCUPATIONAL INFORMATION; SECONDARY GRADES

ABSTRACT - THIS TWO-PART BOOKLET WAS DESIGNED TO PROVIDE STUDENTS ENROLLED IN THE COURSE, "CAREERS IN ELECTRONICS AND ALLIED OCCUPATIONS", WITH AN OVERVIEW OF THE COURSE CONTENT AS WELL AS TO PROVIDE THEM WITH A BIBLIOGRAPHIC SOURCE WHICH WOULD ENABLE THEM TO EXPLORE THE FIELD IN GREATER DEPTH. DESIGNED FOR IMPLEMENTATION ON A QUINMESTER SYSTEM, CREDIT FOR THE COURSE REQUIRES THE SUCCESSFUL COMPLETION OF TWO QUINMESTERS ON 180 HOURS OF INSTRUCTION. INSTRUCTION IS FACILITATED PRIMARILY THROUGH THE USE OF MODULES AND THE STUDENT IS ASSIGNED MANIPULATIVE JOB ASSIGNMENTS WITHIN A LABORATORY EQUIPPED TO SIMULATE THE REAL ATMOSPHERE FOUND IN THE ELECTRONICS COURSE COMPLETE WITH STATEMENTS OF GOALS AND OBJECTIVES, TOPICS TO BE EXPLORED, A BIBLIOGRAPHY OF RESOURCE MATERIALS, AND POST TESTS TO BE USED IN ASSESSING STUDENT ACHIEVEMENT. (AUTHOR/SN)

VT 100 214
LAJOIE, GARNER
VOCATIONAL BUILDING CONSTRUCTION I.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 28P.
DEVELOPED FOR AN UNIDENTIFIED HIGH SCHOOL IN MAINE.

DESCRIPTORS - *BUILDING TRADES; *CARPENTERS; *SHOP CURRICULUM; *TRADE AND INDUSTRIAL EDUCATION; *WOODWORKING; CONSTRUCTION (PROCESS); ROOFING; SKILLED OCCUPATIONS; VOCATIONAL EDUCATION

ABSTRACT - THIS TEACHING GUIDE WAS DEVELOPED FOR AN UNIDENTIFIED HIGH SCHOOL IN MAINE TO BE USED IN GRADES 11 AND 12 FOR A COURSE IN VOCATIONAL BUILDING CONSTRUCTION. UNITS ARE PROVIDED FOR: (1) GENERAL INFORMATION FOR SHOP INSTRUCTION, (2) HAND TOOLS, (3) POWER TOOLS, (4) STAGING AND SCAFFOLDS, (5) FRAMING, (6) EXTERIOR TRIM, (7) ROOFING, (8) SIDING, AND (9) INTERIOR FINISH. A 3-COLUMN FORMAT OUTLINES THE TASK, PROCEDURES, AND CONCEPTUAL UNDERSTANDINGS. (MU)

VT 100 215
SHERLINE, RENEE C.
HANDBOOK FOR COOPERATIVE EDUCATION COORDINATORS. PART 1, HANDBOOK, AND PART 2, EXHIBITS.

NEW YORK CITY BOARD OF EDUCATION, BROOKLYN, N.Y. BUREAU OF COOPERATIVE EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 95P.

DESCRIPTORS - *COOPERATIVE EDUCATION; *COORDINATORS; *EDUCATIONAL POLICY; *VOCATIONAL EDUCATION; *WORK STUDY PROGRAMS; ADMINISTRATION; EDUCATIONAL PROGRAMS; MANUALS; PART TIME JOBS
IDENTIFIERS - *NEW YORK CITY SCHOOL SYSTEM

ABSTRACT - THIS MANUAL DESCRIBES THE REGULATIONS GOVERNING THE PRACTICES AND PROCEDURES OF COOPERATIVE EDUCATION IN THE NEW YORK CITY SCHOOL SYSTEM FOR THE BENEFIT OF THE COORDINATOR OF COOPERATIVE EDUCATION IN ANY ONE OF THE SCHOOLS IN THE SYSTEM. PRESENT PROCEDURES AND THOSE CONCERNING PLACEMENT OF STUDENTS ARE DESCRIBED. VARIOUS PART-TIME PROGRAMS OFFERED ARE DEFINED BY THE POLICIES GOVERNING THEM: ALTERNATING WORK AND CLASSES ON A 1-WEEK, 2-WEEK, 3-WEEK, 4-WEEK, AND DAILY BASIS. THE SCHOOLS PARTICIPATING IN THE COOPERATIVE PROGRAM ARE LISTED. THE FOLLOWING PROGRAMS ARE DISCUSSED IN DETAIL: (1) MUNICIPAL CIVIL SERVICE PROGRAM, (2) HEALTH CAREERS, (3) A 5-YEAR PROJECTION FOR OCCUPATIONAL EDUCATION UNDER THE BUREAU OF COOPERATIVE EDUCATION OUTLINES PROGRAM EXPECTATIONS IN TWELVE MAJOR OCCUPATIONAL AREAS. THEY ARE: (1) BUILDING TRADES, (2) COSMETOLOGY, (3) DRAFTING, (4) ELECTRICAL TRADES, (5) ELECTRONICS, (6) FASHION TRADES, (7) FOODS TRADES, (8) HEALTH, (9) HOSPITAL, (10) MACHINE SHOP, (11) PRINTING, AND (12) WOODWORKING. THE 33 EXHIBITS PROVIDE SAMPLE FORMS OF APPLICATIONS, TESTS, CERTIFICATIONS, AGREEMENTS, AND OTHER REPORTING DEVICES. (MU)

VT 100 218
FERRIERA, C.R.
AIR CONDITIONING SYSTEM SERVICING WORKBOOK: SHEET METAL SUPPLEMENT.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, BUSINESS SERVICE SECTION, TEXTBOOK AND PUBLICATION SALES, 721 CAPITOL MALL,
SACRAMENTO, CA. 95814 ($1.50)
PUB DATE - 72 57P.

DESCRIPTORS - *AIR CONDITIONING EQUIPMENT; *SHEET METAL WORKERS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WORKBOOKS; AIR CONDITIONING; APPRENTICES; APPRENTICESHIPS; METAL WORKING OCCUPATIONS

ABSTRACT - THIS WORKBOOK WAS DESIGNED FOR TRAINING APPRENTICES AND UPGRADING JOURNEYMEN IN THE SHEET METAL INDUSTRY. FOUR UNITS WITH VARYING NUMBERS OF TOPICS IN EACH, COVER MATERIAL IN THE FOLLOWING AREAS: (1) COOLING AND DEHUMIDIFYING, (2) MECHANICAL REFRIGERATION FOR AIR CONDITIONING, (3) REFRIGERATION SERVICE, AND (4) POWER CIRCUITS FOR RECIPROCATING COMPRESSORS. EACH TOPIC PRESENTS SUPPLEMENTARY READING MATERIALS AND A STUDY GUIDE IN THE FORM OF A QUESTION PAGE TO BE FILLED IN BY THE STUDENT. (MU)

VT 100 220
MENCONI, JOSEPH W.
AUTO MECHANICS WORKBOOK: PART 2.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, BUSINESS SERVICE SECTION, TEXTBOOK AND PUBLICATION SALES, 721 CAPITOL MALL,
SACRAMENTO, CA. 95814 ($2.50)
PUB DATE - 73 103P. SECOND EDITION.

DESCRIPTORS - *ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS; *JOB TRAINING; *SHOP CURRICULUM; *STUDY GUIDES; AUTO MECHANICS (OCCUPATION); AUTO VEHICLES; MAINTENANCE; SUPPLEMENTARY TEXTBOOKS; TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THIS WORKBOOK IS DESIGNED FOR USE IN TRAINING PROGRAMS OFFERED BY VARIOUS TRADE GROUPS IN THE STATE. THE 7-PART TEXT COMPRISES THE FOLLOWING AREAS OF INFORMATION IN AUTO MECHANICS: (1) CLUTCHES, (2) STANDARD TRANSMISSIONS, (3) OVERDRIVES, (4) AUTOMATIC TRANSMISSIONS, (5) FINAL DRIVES, (6) AIR CONDITIONING, AND (7) WELDING. THE SEVEN SECTIONS

CONSIST OF 23 UNIT TOPICS, EACH FOLLOWED BY AN INDIVIDUAL STUDY GUIDE. A USEFUL FEATURE OF THE WORKBOOK IS A RIGHT-HAND COLUMN IN THE TABLE-OF-CONTENTS PAGE FOR THE INSTRUCTOR'S INITIALING OF WORK COMPLETED, WHICH AVOIDS DUPLICATION OF WORK FOR THE TRANSFERRING STUDENT. SUGGESTED READINGS ON EACH TOPIC AND A BIBLIOGRAPHY FOR INSTRUCTIONAL MATERIALS ARE APPENDED. THE TEXTUAL CONTENT OF THE WORKBOOK IS ILLUSTRATED WITH NUMEROUS WORKING DIAGRAMS. PART I OF THE COURSE OF STUDY IS AVAILABLE AS VT 020 816. (WT)

VT 100 221
LOWDEN, WILLIAM, COMP.
DRYWALL TAPING WORKBOOK.

CALIFORNIA STATE EDUCATIONAL ADVISORY COMMITTEE FOR THE PAINTING AND DECORATING TRADES.
CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, BUSINESS SERVICE SECTION, TEXTBOOK AND PUBLICATION SALES, 721 CAPITOL MALL, SACRAMENTO, CA 95814 ($2.00)
PUB DATE - 72 141P.

DESCRIPTORS - *BUILDING TRADES; *CONSTRUCTION INDUSTRY; *CONSTRUCTION (PROCESS); *TRADE AND INDUSTRIAL EDUCATION; *WORKBOOKS; STUDY GUIDES
IDENTIFIERS - *DRYWALL TAPERS

ABSTRACT - THIS WORKBOOK IS DESIGNED FOR THE CLASSROOM INSTRUCTION THAT SUPPLEMENTS THE ON-THE-JOB TRAINING FOR APPRENTICES IN THE CONSTRUCTION INDUSTRY WHO ARE LEARNING TO TAPE DRYWALLS. IT CONTAINS SEVEN UNITS OF MATERIAL WITH A VARYING NUMBER OF TOPICS IN EACH UNIT. EACH TOPIC PRESENTS THE INSIGHTS SOUGHT, SUPPLEMENTARY READINGS, ASSIGNMENTS, DISCUSSION TOPICS, AND A STUDY GUIDE IN THE FORM OF A QUESTION PAGE FOR THE STUDENT TO FILL IN. THE FOLLOWING UNITS MAKE UP THE COURSE CONTENT: (1) THE APPRENTICE TAPER AND HIS TRADE, (2) SAFETY, (3) TOOLS AND EQUIPMENT OF THE TAPING TRADE, (4) MATERIALS OF THE TRADE, (5) TAPING APPLICATION, (6) TEXTURING AND FINAL FINISHING, AND (7) BLUEPRINT READING, SPECIFICATIONS, AND ESTIMATING. WORKING DRAWINGS AND PHOTOGRAPHS OF TOOLS AND EQUIPMENT ILLUSTRATE THE TEXT. (MU)

VT 100 225
OCCUPATIONAL RELATIONS COURSE OUTLINE. FIRST YEAR. WORCESTER PUBLIC SCHOOLS WORK-STUDY PROGRAM.

WORCESTER PUBLIC SCHOOLS, MASS. GUIDANCE DEPT.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 43P.

DESCRIPTORS - *COURSE CONTENT; *CURRICULUM GUIDES; *VOCATIONAL EDUCATION; *WORK EXPERIENCE PROGRAMS; *WORK STUDY PROGRAMS; COOPERATIVE PROGRAMS; COURSE DESCRIPTIONS; JOB TRAINING; SECONDARY GRADES; VOCATIONAL DEVELOPMENT
IDENTIFIERS - *OCCUPATIONAL RELATIONS; MASSACHUSETTS; NERCOE PROJECT

ABSTRACT - THIS HANDBOOK WAS DEVELOPED FOR STUDENTS ENROLLED IN THE FIRST YEAR OCCUPATIONAL RELATIONS COURSE IN THE WORCESTER PUBLIC SCHOOL SYSTEM. PROVIDED ARE: (1) AN OVERVIEW OF THE COURSE COMPLETE WITH A STATEMENT OF RATIONALE, (2) A LIST OF TASKS FOR WHICH THE STUDENTS ARE HELD ACCOUNTABLE, AND (3) AN OUTLINE OF THE COURSE CONTENT AND STUDENT ASSIGNMENTS FOR THE EIGHT TOPICS TO BE COVERED. INCLUDED AMONG THE TOPICS TO BE EXPLORED ARE: (1) YOUR HEALTH AND SAFETY, (2) THE STUDY OF YOUR JOB, (3) SECURING ADVANCEMENT IN THE WORLD OF WORK, (4) THE IMPORTANCE OF WORK SKILLS, (5) WORCESTER FACTORY JOBS, (6) YOU AND YOUR CAR, (7) YOUR USE OF LEISURE TIME, AND (8) SPENDING AND SAVING YOUR MONEY. (SN)

VT 100 228
DIRECTORY OF NATIONAL UNIONS AND EMPLOYEE ASSOCIATIONS, 1971,

INCLUDING STATE LABOR ORGANIZATIONS, DEVELOPMENTS SINCE 1969, STRUCTURE AND MEMBERSHIP. SUPPLEMENT 1 AND SUPPLEMENT 2.

BUREAU OF LABOR STATISTICS (DOL), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
BULL-1750
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L2.3:1750, $2.00)
PUB DATE - 72 162P. CALL NUMBER: REFERENCE DIRECTORY HD 6504 U5 1971.

DESCRIPTORS - *COLLECTIVE BARGAINING; *DIRECTORIES; *LABOR UNIONS; *NATIONAL ORGANIZATIONS; GOVERNMENT EMPLOYEES; PROFESSIONAL ASSOCIATIONS

ABSTRACT - PART I OF THIS DIRECTORY LISTS NATIONAL UNIONS AND PROFESSIONAL AND STATE EMPLOYEE ASSOCIATIONS AS DEFINED BY THE BUREAU OF LABOR STATISTICS, THE NAMES OF THE MAJOR OFFICERS AS WELL AS THE NUMBER OF MEMBERS, AND LOCALS OR AFFILIATES OF EACH ORGANIZATION. PART II INCLUDES A BRIEF SUMMARY OF SIGNIFICANT DEVELOPMENTS IN THE LABOR FIELD SINCE THE PREVIOUS DIRECTORY, A REVIEW OF THE STRUCTURE OF THE LABOR MOVEMENT, AND THE FINDINGS OF A SURVEY OF UNION AND ASSOCIATION MEMBERSHIP. TABLES, CHARTS, AND APPENDIXES PRESENT ADDITIONAL DETAILED DATA. THE BASIC REQUIREMENT FOR INCLUSION IN THE DIRECTORY WAS AFFILIATION WITH THE AFL-CIO OR, FOR UNAFFILIATED UNIONS, THE EXISTENCE OF COLLECTIVE BARGAINING AGREEMENTS WITH DIFFERENT EMPLOYERS IN MORE THAN ONE STATE (EXCEPT FOR NATIONAL UNIONS OF GOVERNMENT EMPLOYEES AND THOSE IN THE FEDERAL SERVICE MEETING THE REQUIREMENTS FOR EXCLUSIVE RECOGNITION). (MF)

VT 100 240
SPRAGUE, EVERETT T.
WALLCOVERING WORKBOOK SUPPLEMENT.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, BUSINESS SERVICE SECTION, TEXTBOOK AND PUBLICATION SALES, 721 CAPITOL MALL, SACRAMENTO, CA 95814 ($2.50)
PUB DATE - 72 95P.

DESCRIPTORS - *APPRENTICESHIPS; *FINISHING; *STUDY GUIDES; *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; INDUSTRIAL TRAINING; JOB TRAINING

ABSTRACT - THIS WORKBOOK INCLUDES THE INSTRUCTIONAL MATERIALS FOR THE APPRENTICE DECORATOR WHO IS LEARNING TO APPLY WALL COVERINGS. THE COURSE CONSISTS OF A SERIES OF INDIVIDUAL LESSONS WITH A STUDY GUIDE AT THE END OF EACH TOPIC FOR THE STUDENT TO CHECK HIS PROGRESS AS HE PROCEEDS THROUGH THE COURSE. ON THE TABLE OF CONTENTS PAGE, A RIGHT-HAND COLUMN PROVIDES A PLACE FOR THE INSTRUCTOR TO INITIAL A COMPLETED UNIT AND TO ASSIGN A NEW ONE BY DATING IT. THE CONTENTS INCLUDE MATERIAL IN THE FOLLOWING SUBJECT AREAS: (1) THE APPRENTICE APPLICATOR AND HIS TRADE, (2) SURFACE PREPARATION, (3) TOOLS, EQUIPMENT, AND ADHESIVES, (4) WALLCOVERING MATERIALS, AND (5) WALLCOVERING APPLICATION. A GLOSSARY IS INCLUDED. (MU)

VT 100 241
ERICKSON, W.A.
MACHINE SHOP. PART 4, WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, BUSINESS SERVICE SECTION, TEXTBOOK AND PUBLICATION SALES, 721 CAPITOL MALL, SACRAMENTO, CA 95814 ($2.50)
PUB DATE - 69 144P.

DESCRIPTORS - *APPRENTICESHIPS; *MACHINE TOOLS; *MACHINISTS; *METAL WORKING OCCUPATIONS; *TRADE AND

INDUSTRIAL EDUCATION; INDUSTRIAL EDUCATION; JOB TRAINING; MACHINE TOOL OPERATORS; MECHANICS (PROCESS)

ABSTRACT - THIS WORKBOOK PROVIDES APPRENTICES WITH TEXTUAL INFORMATION, STUDY GUIDES, ASSIGNMENTS, AND TESTS FOR 48 LESSONS ORGANIZED INTO FIVE UNITS OF INSTRUCTION. THEY ARE: (1) GRINDING PRINCIPLES AND PRACTICE, (2) DIMENSIONAL METROLOGY, (3) BORING MACHINES, (4) HEAT TREATING AND MACHINABILITY, AND (5) SPECIAL PROCESSES AND METHODS. LISTS OF INSTRUCTIONAL MATERIALS INCLUDING MATERIALS REQUIRED FOR AN APPRENTICE AS WELL AS A LIST OF SUPPLEMENTARY BOOKS AND FILMS ARE INCLUDED. (MU)

VT 100 246
MEYER, LEO A.
PLASTERING, PART I: WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, FISCAL OFFICE - ORDER SECTION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.00)
PUB DATE - 72 78P.

DESCRIPTORS - *APPRENTICESHIPS; *BUILDING TRADES; *MASONRY; *STUDY GUIDES; *WORKBOOKS; BLUEPRINTS; BUILDING MATERIALS; HAND TOOLS; UNIT PLAN
IDENTIFIERS - *PLASTERING; CALIFORNIA

ABSTRACT - THIS WORKBOOK ON PLASTERING WAS WRITTEN TO PROVIDE TRAINING MATERIALS IN THE CALIFORNIA APPRENTICESHIP PROGRAMS. UNIT FOR CLASSROOM ASSIGNMENT AND EXERCISES TO BE COMPLETED INCLUDE SCOPE OF THE TRADE AND SAFE WORKING PRACTICES, PLASTERING TOOLS, PLASTERING MATERIALS, LATH, CONCRETE AND MASONRY BASES, BLUEPRINT READING, AND MATHEMATICS FOR ESTIMATING AREA AND MATERIALS. (MF)

VT 100 251
MEYER, LEO A.
AIR BALANCING SHEET METAL SUPPLEMENT WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 39P.

DESCRIPTORS - *AIR CONDITIONING EQUIPMENT; *AIR FLOW; *MEASUREMENT INSTRUMENTS; SHEET METAL WORK; *WORKBOOKS; APPRENTICESHIPS; CALCULATION; PRESSURE; STUDY GUIDES; UNIT PLAN

ABSTRACT - THIS SUPPLEMENT PRESENTS TRAINING MATERIALS DESIGNED TO PROVIDE ADDITIONAL INSTRUCTION FOR ADVANCED SHEET METAL APPRENTICES AND INTERESTED JOURNEYMEN. THE PROCESS OF AIR BALANCING IN AN AIR CONDITIONING SYSTEM MEASURES THE PERFORMANCE OF THE SYSTEM AND MAKES ANY NEEDED ADJUSTMENTS. THE WORKBOOK INCLUDES UNITS ON THE FUNDAMENTALS OF AIR BALANCING, AIR-BALANCING INSTRUMENTS AND MEASUREMENTS, AND BALANCING AND TESTING THE SYSTEM. EACH UNIT CONTAINS SEVERAL TOPICS WITH STUDY GUIDES. (MF)

VT 100 253
JACKSON, HARRY
PROGRAM FOR HIGHWAY TECHNICIANS. TEACHER'S GUIDE, UNIT VIII: HIGHWAY STRUCTURES.

NEW YORK STATE DEPT. OF TRANSPORTATION, ALBANY; NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 169P.

DESCRIPTORS - *CIVIL ENGINEERING; *HIGHWAY ENGINEERING AIDES; *LESSON PLANS; *ROAD CONSTRUCTION; *TEACHING GUIDES; CONSTRUCTION (PROCESS); COURSE CONTENT; TEACHING TECHNIQUES

ABSTRACT - THIS IS THE EIGHTH IN A SERIES OF NINE COURSES WHICH

PROVIDE FUNDAMENTAL INFORMATION TO PREPARE INDIVIDUALS FOR ADVANCED WORK IN HIGHWAY PLANNING, DESIGN, CONSTRUCTION, AND MAINTENANCE. THE PUBLICATION CONTAINS SUBJECT MATERIAL FOR 24 LESSONS, SAMPLE TESTS, SOLUTIONS TO PROBLEMS, AND SAMPLE FINAL EXAMINATION. SUBJECTS COVERED INCLUDE CALCULATIONS OF VARIOUS KINDS, BEAMS, COLUMNS, TRUSSES, CONNECTIONS, BRIDGES, AND DESIGN. (MF)

VT 100 258
MAURER, NELSON S., ED.
AN INSTRUCTOR'S GUIDE FOR A PROGRAM IN SUSPENSION AND ALINEMENT SERVICES. TRADE AND TECHNICAL EDUCATION.

NEW YORK STATE EDUCATION DEPT., ALBANY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 72P.

DESCRIPTORS - *AUTO MECHANICS; *MECHANICS; *MOTOR VEHICLES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; AUTO MECHANICS (OCCUPATION); SECONDARY GRADES

ABSTRACT - THIS TEACHING GUIDE IS DESIGNED TO PREPARE STUDENTS FOR EMPLOYMENT IN A SPECIALIZED AREA OF AUTOMOTIVE SERVICES. FIVE UNITS COVER MATERIAL CONCERNING: (1) AN INTRODUCTION TO THE COURSE, (2) SUSPENSION SERVICE AND REPAIR, (3) WHEEL ALIGNMENT, (4) WHEEL BALANCE, AND (5) MANUAL AND POWER STEERING. IN A 2-COLUMN FORMAT, THE LEFT-HAND COLUMN OF EACH UNIT CONTAINS A SUGGESTED TOPICAL OUTLINE; THE RIGHT-HAND COLUMN GIVES RELATED FACTUAL INFORMATION AS WELL AS SUGGESTED TEACHING TECHNIQUES AND PAGE REFERENCES FROM SELECTED TEXTBOOKS. AT THE END OF EACH UNIT TOPICS FOR REVIEW DISCUSSION ARE SUGGESTED. A SAMPLE FINAL EXAM, SUGGESTIONS FOR USING AUDIOVISUAL MATERIALS AND PREPARING AND USING TRANSPARENCES, A GLOSSARY, A DIRECTORY OF FIRMS IN THE TRADE, AND A BIBLIOGRAPHY ARE INCLUDED. (AUTHOR/MU)

VT 100 259
ARIZONA COOPERATIVE EDUCATION: TRAINING PROFILES.

ARIZONA STATE DEPT. OF EDUCATION, PHOENIX. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 109P.

DESCRIPTORS - *COOPERATIVE EDUCATION; *RECORDS (FORMS); *STUDENTS RECORDS; *VOCATIONAL EDUCATION; SKILLS; WORK EXPERIENCE
IDENTIFIERS - *ARIZONA

ABSTRACT - THESE TRAINING PROFILES FOR OVER 40 OCCUPATIONS PROVIDE RECORDS FOR STUDENTS' PROGRESS THROUGH ARIZONA'S COOPERATIVE EDUCATION PROGRAMS. EACH SHEET CONTAINS THE STUDENT'S NAME, SCHOOL YEAR, TRAINING STATION, AND RECOMMENDED LEVEL OF TRAINING FOR THE PARTICULAR OCCUPATION FOR WHICH THE STUDENT IS TRAINING. THE GRID OF INFORMATION IS KEYED TO THE STUDENT'S SCHOOL AND THE DEGREE OF PROGRESS HE HAS MADE IN A VARIETY OF TASKS ORGANIZED AS ORIENTATION, SKILLS, KNOWLEDGE, DUTIES, AND RESPONSIBILITIES. (MU)

VT 100 260
ARIZONA COOPERATIVE EDUCATION DIRECTORY, 1972-1973.

ARIZONA STATE DEPT. OF EDUCATION, PHOENIX.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 13P.

DESCRIPTORS - *COOPERATIVE EDUCATION; *COOPERATIVE PROGRAMS; *DIRECTORIES; *INSTRUCTOR COORDINATORS
IDENTIFIERS - *ARIZONA

ABSTRACT - THIS DIRECTORY OF ARIZONA COOPERATIVE EDUCATION PROGRAMS IDENTIFIES EACH ONE BY ACRONYM. THE DIRECTORY IS ORGANIZED BY SCHOOL DISTRICTS AND EACH ENTRY WITHIN A DISTRICT NAMES THE PROGRAM, ITS SITE, ITS COORDINATOR, AND THE NUMBER OF YEARS THE PROGRAM HAS BEEN IN EXISTANCE. A LIST OF SPECIAL EDUCATION WORK COORDINATORS

IS INCLUDED. (MU)

VT 100 274
MASON, VERN K.
VOCATIONAL CONSTRUCTION ELECTRICITY. COURSE CURRICULUM.

GRAND FORKS PUBLIC SCHOOLS, N. DAK.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 70 114P.

DESCRIPTORS - *CONSTRUCTION (PROCESS); *CURRICULUM GUIDES; *ELECTRICAL OCCUPATIONS; *ELECTRICITY; *TRADE AND INDUSTRIAL EDUCATION; BUILDING TRADES; ELECTRIC MOTORS; ELECTRICIANS; PHYSICS; SECONDARY GRADES
IDENTIFIERS - *GRAND FORKS PUBLIC SCHOOLS; NORTH DAKOTA

ABSTRACT - TEN UNITS OF INSTRUCTION ARE OUTLINED IN THIS 366-HOUR COURSE INTRODUCING THE SECONDARY STUDENT OF GRAND FORKS, NORTH DAKOTA TO THE FUNCTIONS OF ELECTRICITY AND THE JOBS IN CONSTRUCTION FOR ELECTRICIANS. PRELIMINARY INFORMATION DESCRIBES THE TEN UNITS, TIME ASSIGNED TO EACH, PERFORMANCE OBJECTIVES TO BE ACHIEVED BY EACH, AND A TOPICAL OUTLINE OF THE COURSE. THE UNITS INCLUDE AN INTRODUCTION TO THE THEORY AND PRACTICE OF ELECTRICITY, INFORMATION ON OCCUPATIONS, UNIONS, AND NEARBY TRAINING INSTITUTIONS IN THE FIELD, THEORY OF ELECTRICITY AND ELECTRONICS, GOVERNMENT REGULATIONS IN CONSTRUCTION, AND VARIOUS MOTORS. AN EXTENSIVE VOCABULARY LIST IS KEYED TO EACH UNIT AND A GLOSSARY OF ELECTRICAL FORMULAS IS INCLUDED. (MU)

VT 100 290
A COURSE OF STUDY FOR THE COOPERATIVE WORK STUDY PROGRAM.

CLARKSVILLE-MONTGOMERY COUNTY SCHOOLS, TENN.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 221P.

DESCRIPTORS - *COOPERATIVE EDUCATION; *COURSE DESCRIPTIONS; *MENTALLY HANDICAPPED; *TEACHING GUIDES; *WORK STUDY PROGRAMS; HANDICAPPED STUDENTS; VOCATIONAL EDUCATION

ABSTRACT - THIS INSTRUCTIONAL MANUAL WAS DEVELOPED TO ASSIST TEACHERS OF EDUCABLE MENTALLY HANDICAPPED STUDENTS ENROLLED IN SPECIAL EDUCATION CLASSES OF THE CLARKSVILLE-MONTGOMERY COUNTY SCHOOLS. THE GUIDE IS BASED ON FINDINGS OBTAINED IN A PREVIOUS STUDY OF THE NEEDS AND CHARACTERISTICS OF CHILDREN WITH SEVERE LEARNING DISABILITIES AND INCLUDES A PHILOSOPHY AND ORIENTATIONAL OVERVIEW OF THE PROPOSED COOPERATIVE WORK STUDY PROGRAM AS WELL AS GENERAL PROGRAM OBJECTIVES AND A LIST OF THE NEEDS TO BE FULFILLED BY THE PROGRAM. IN ADDITION, OBJECTIVES, COURSE DESCRIPTIONS, LEARNING ACTIVITIES, TEACHING METHODS AND INSTRUCTIONAL MATERIALS TO BE USED IN TEACHING THE PUPILS ARE GIVEN. (SN)

VT 100 295
COURSE OUTLINE FOR AUTOMOTIVE MECHANICS.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 39P.

DESCRIPTORS - *AUTO MECHANICS; *COURSE CONTENT; *CURRICULUM GUIDES; *TEACHING GUIDES; *VOCATIONAL EDUCATION; AREA VOCATIONAL PROGRAMS; POST SECONDARY EDUCATION; TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THIS COURSE OUTLINE WAS DEVELOPED OUT OF A DESIRE FOR UNIFORMITY IN THE TEACHING OF AUTO MECHANICS IN VOCATIONAL PROGRAMS IN THE STATE OF NORTH DAKOTA. THE OUTLINE IS INTENDED AS A GUIDE AND CONTAINS IN IT A JOB DESCRIPTION OF AUTO MECHANICS, A LIST OF THE GENERAL COURSE OBJECTIVES, AND INTRODUCTORY OVERVIEW OF THE INSTRUCTIONAL BLOCKS TO BE COVERED IN THE COURSE, AND THE SPECIFIC TOPICAL AREAS TO BE PRESENTED. IN ORDER OF THEIR SEQUENCE, THE TOPICS ARE: (1) BENCH SHOP AND SHOP

SAFETY, (2) CHASSIS, (3) ENGINES, (4) FUEL SYSTEMS, (5) ELECTRICAL SYSTEMS, (6) TUNE-UP AND TROUBLE SHOOTING, AND (7) HEATING AND AIR CONDITIONING. (SN)

VT 100 300
TRADE WELDING SYLLABUS.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF SECONDARY CURRICULUM DEVELOPMENT.
MF AVAILABLE IN VT-ERIC SET.
PUBLICATIONS DISTRIBUTION UNIT, THE STATE EDUCATION DEPARTMENT EDUCATION BUILDING ANNEX, ALBANY, N.Y. 12224
PUB DATE - 72 56P.

DESCRIPTORS - *METAL WORKING OCCUPATIONS; *STATE CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WELDERS; *WELDING; CONSTRUCTION (PROCESS)
IDENTIFIERS - *NEW YORK STATE

ABSTRACT - THIS CURRICULUM GUIDE FOR NEW YORK STATE PROVIDES WELDING INSTRUCTORS WITH COURSE CONTENT FROM WHICH THEY MAY ADAPT MATERIALS TO THEIR OWN CLASSES. IT IS ORGANIZED ON THE BASIS OF A DAILY 2 1/2-HOUR CLASS CONTINUING OVER TWO ACADEMIC YEARS OF 165 TEACHING DAYS EACH AND IS DESIGNED TO PREPARE THE STUDENT FOR ENTRY INTO THE TRADE. THE CONTENT IS DEVOTED MAINLY TO THE BASIC, REQUIRED, ARC AND ACETYLENE WELDING AND THE INCREASINGLY IMPORTANT SHIELDED-ARC PROCESSES, AND INCLUDES AS AN OPTIONAL UNIT THE LOCALLY IMPORTANT PLASMA WELDING. A 3-COLUMN FORMAT CONSISTS OF UNITS OF INSTRUCTION, OBJECTIVES, AND TEACHING SUGGESTIONS. THE APPENDIX CONTAINS A BIBLIOGRAPHY, TEACHING AIDS SOURCE LISTS, SUGGESTED SAFETY EQUIPMENT, AND WELDER CERTIFICATION PROCEDURE. (AUTHOR/MU)

VT 100 304
OCCUPATIONAL RELATIONS COURSE OUTLINE. SECOND YEAR. WORCESTER PUBLIC SCHOOLS WORK-STUDY PROGRAM.

WORCESTER PUBLIC SCHOOLS, MASS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 63 56P.

DESCRIPTORS - *COOPERATIVE EDUCATION; *COURSE CONTENT; *CURRICULUM GUIDES; *HUMAN RELATIONS; *WORK EXPERIENCE PROGRAMS; COURSE DESCRIPTIONS; EMPLOYMENT QUALIFICATIONS; MANUALS; VOCATIONAL DEVELOPMENT; VOCATIONAL EDUCATION

ABSTRACT - THIS COURSE OUTLINE WAS DEVELOPED TO SERVE THE NEEDS OF THOSE PUPILS 16 YEARS OF AGE OR OLDER, WHO ARE ENROLLED IN THE SECOND YEAR OF THE WORK EXPERIENCE EDUCATION PROGRAM IN THE WORCESTER PUBLIC SCHOOLS. THE PURPOSES OF THE PROGRAM ARE THREE-FOLD: (1) TO FOSTER AN AWARENESS OF THE IMPORTANCE OF PERSONAL RELATIONS AND THE WORLD OF WORK, (2) TO HELP STUDENTS DEVELOP A GREATER APPRECIATION OF THE EDUCATIONAL POSSIBILITIES INVOLVED IN THEIR JOBS, AND (3) TO AID STUDENTS IN MAKING BETTER SCHOOL AND WORK ADJUSTMENTS BY INTEGRATING THE EDUCATIONAL AND OCCUPATIONAL ASPECTS OF THE PROGRAM. AN EXPLANATION OF HOW THE PROGRAM OPERATES AND A GENERAL OVERVIEW OF THE BASIC CONTEXTUAL AREAS COVERED ARE PROVIDED IN THE OUTLINE AS WELL AS ASSIGNMENT DATA SHEETS FOR EACH OF THE EIGHT TOPICAL AREAS EMPHASIZED IN THE COURSE. THOSE ASSIGNMENTS BY TOPIC AND NUMBER ARE: (1) THE STUDY OF YOUR JOB, (2) HUMAN RELATIONS, (3) THE PROBLEM OF COMBINING SCHOOL AND WORK, (4) PAYROLL DEDUCTIONS AND BENEFITS, (5) BEING A CONSUMER, (6) UNIONS, (7) AMERICAN ECONOMY, AND (8) VOCATIONAL CHOICE AND SECURING ADDITIONAL TRAINING. (SN)

VT 100 305
SELLERS, ROBERT C., ED.
BASIC TRAINING GUIDE TO THE NEW METRICS AND SI UNITS.

NATIONAL TOOL, DIE AND PRECISION MACHINING ASSOCIATION, WASHINGTON, D.C
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
NATIONAL TOOL, DIE AND PRECISION

MACHINING ASSOCIATION, 9300 LIVINGSTON ROAD, WASHINGTON, D.C. 20022
PUB DATE - MAR72 63P.

DESCRIPTORS - *METRIC SYSTEM; MEASUREMENT; STANDARDS; STUDY GUIDES
IDENTIFIERS - *CONVERSION TABLES

ABSTRACT - THIS BOOKLET PRESENTS MEASUREMENT DEFINITIONS AND INFORMATION ABOUT THE VARIOUS UNITS OF MEASUREMENT IN THE INTERNATIONAL SYSTEM OF UNITS KNOWN AS THE METRIC SYSTEM. INCLUDED ARE BASIC AND DERIVED UNITS, CONVERSION FACTORS FOR CUSTOMARY AND METRIC UNITS, CONVERSION TABLES, AND MULTIPLE FACTOR AND OTHER CONVERSION CHARTS. (MF)

VT 100 310
INDIVIDUALIZED CURRICULUM FOR ELECTRONICS.

OREGON STATE UNIV., CORVALLIS.; OREGON STATE BOARD OF EDUCATION, SALEM.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
CONTINUING EDUCATION PRESS, WALDO 100, OREGON STATE UNIVERSITY, CORVALLIS, OR. 97331
PUB DATE - 71 4800P.

DESCRIPTORS - *ELECTRICITY; *ELECTRONICS; *INDIVIDUALIZED CURRICULUM; *STUDY GUIDES; *VOCATIONAL EDUCATION; CLASSROOM MATERIALS; SUPPLEMENTARY READING MATERIALS

ABSTRACT - THIS INDIVIDUALIZED CURRICULUM FOR ELECTRONICS (ICE) CONSISTS OF OVER 200 LEARNING PACKAGES WHICH PROVIDE SINGLE CONCEPT STUDY GUIDES FOR STUDENTS' USE. THE PACKAGES BEGIN WITH THOSE DEALING WITH CAREER CHOICE AND PROCEED THROUGH INDIVIDUAL JOB REQUIREMENT INFORMATION, ELECTRICAL PROCESSES AND LAWS, AND MORE COMPLEX CONCEPTS IN THE FIELD. EACH PACKAGE, A SEPARATE LESSON IN ITSELF, EXPLAINS ITS PURPOSE, AND INCLUDES OBJECTIVES, STUDY DIRECTIONS, LEARNING OPPORTUNITIES, AN EXPERIMENT, A SELF-TEST WITH ANSWERS, AND TWO POSTTESTS. TWO TEACHER'S ANSWER BOOKS FOR THE POSTTESTS ARE PROVIDED. (MU)

VT 100 312
TURPIN, J. LEE, AND OTHERS
INDIVIDUALIZED CURRICULUM FOR DRAFTING.

CLACKAMAS COMMUNITY COLL., OREGON CITY, ORE.; OREGON STATE DEPT. OF EDUCATION, SALEM.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
CONTINUING EDUCATION PUBLICATIONS, WALDO 100, CORVALLIS, OREGON 97331
PUB DATE - 72 850P.

DESCRIPTORS - *DRAFTING; *ILLUSTRATIONS; *INDIVIDUALIZED CURRICULUM; *INDUSTRIAL ARTS; BLUEPRINTS; ENGINEERING DRAWING; VISUAL ARTS
IDENTIFIERS - *INDIVIDUALIZED CURRICULUM FOR DRAFTING; ICD

ABSTRACT - APPROXIMATELY 200 SINGLE CONCEPT LEARNING PACKAGES MAKE UP THIS INDIVIDUALIZED CURRICULUM FOR DRAFTING. AN ACCOMPANYING STUDY GUIDE OF DRAWINGS CONTAINS OBJECTIVES, INSTRUCTIONS, ASSIGNMENTS, AND EVALUATION SHEETS FOR STUDENT USE. A SET OF POSTTESTS AND AN INDIVIDUALIZED CURRICULUM FOR DRAFTING PRESCRIPTION SHEET ARE INCLUDED. (MU)

VT 100 313
GENERAL AUTOMOBILE MECHANIC. BULLETIN OF INFORMATION.

NATIONAL INST. FOR AUTOMOTIVE SERVICE EXCELLENCE, WASHINGTON, D.C.
EDUCATIONAL TESTING SERVICE, PRINCETON, N.J.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
EDUCATIONAL TESTING SERVICE, PRINCETON, N.J. 10840 (FREE)
PUB DATE - 72 38P.

DESCRIPTORS - *AUTO MECHANICS; *AUTO MECHANICS (OCCUPATION); *NATIONAL COMPETENCY TESTS; *PERFORMANCE TESTS; *TESTING

PROGRAMS; OCCUPATIONAL TESTS; VOCATIONAL DEVELOPMENT

ABSTRACT - THIS BOOKLET DESCRIBES THE FOUR CERTIFICATION TESTS FOR GENERAL AUTOMOBILE MECHANIC, TELLS HOW, WHEN, AND WHERE THE TESTS ARE GIVEN; AND EXPLAINS WHAT MUST BE DONE TO BECOME A CERTIFIED AUTOMOBILE MECHANIC. PROCEDURES FOR REGISTERING FOR THE TESTS AND SCHEDULES OF THE TESTING ARE SUPPLIED. SAMPLE TESTS ARE GIVEN WITH INSTRUCTIONS FOR TAKING THEM AND WITH AN ANSWER KEY TO THE SAMPLES. THE EDUCATIONAL TESTING SERVICE (ETS) IS A NONPROFIT CORPORATION ENGAGED IN TEST DEVELOPMENT AND ADMINISTRATION AND IN EDUCATIONAL AND VOCATIONAL RESEARCH. (MU)

VT 100 402
GOULD, E. NOAH, ED.
SURFACE GRINDER OPERATOR. INSTRUCTOR'S GUIDE. PART OF SINGLE-TOOL SKILLS PROGRAM SERIES: MACHINE INDUSTRIES OCCUPATIONS.

NEW YORK STATE EDUCATION DEPT., ALBANY.
MF AVAILABLE IN VT-ERIC SET.
PUBLICATIONS DISTRIBUTION UNIT, THE STATE EDUCATION DEPARTMENT, ALBANY, NEW YORK, 12224
PUB DATE - 73 104P.

DESCRIPTORS - *CURRICULUM GUIDES; *MACHINE TOOL OPERATORS; *SHOP CURRICULUM; *TEACHING GUIDES; ADULT VOCATIONAL EDUCATION; JOB SKILLS; METAL WORKING OCCUPATIONS; OCCUPATIONAL INFORMATION; SECONDARY GRADES

ABSTRACT - THE SURFACE GRINDER OPERATOR COURSE IN THIS BOOKLET WAS DEVELOPED TO HELP MEET THE NEED FOR TRAINED ENTRY-LEVEL WORKERS. ALTHOUGH WRITTEN PRIMARILY AS AN ADULT COURSE, THE CONTENT MAY BE USED BY THE SECONDARY LEVEL TEACHER IN A COURSE HE MIGHT DEVELOP FOR HIS STUDENTS. THE BOOKLET CONTAINS AN OUTLINE OF GENERAL JOB CONTENT, JOB SHEETS FOR SHOP PROJECTS (INCLUDING PERFORMANCE OBJECTIVES, OPERATIONS, EQUIPMENT, MATERIALS, AND PROCEDURES), AND DRAWINGS FOR VARIOUS SHOP PROJECTS. (MF)

VT 100 404
AUTO MECHANICS: BLOCKS I AND II: INTRODUCTION AND ORIENTATION, AND BENCH SHOP AND SAFETY.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 43P.

DESCRIPTORS - *AUTO MECHANICS; *MOTOR VEHICLES; *SAFETY EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; AUTO MECHANICS (OCCUPATION); COURSE CONTENT; SECONDARY GRADES; STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *NORTH DAKOTA

ABSTRACT - THIS COURSE OUTLINE FOR A BEGINNING CLASS IN AUTO MECHANICS PROVIDES SUPPLEMENTARY MATERIALS AND COURSE CONTENT FOR CLASSROOM DISCUSSION, LAB PROCEDURES, AND TESTING FOR AREA VOCATIONAL, TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. JOB SHEETS PROVIDE A NUMBER OF OPERATIONS IN BENCH WORK AND IN SAFETY EDUCATION INCLUDING: (1) SHARPENING TWIST DRILLS, (2) IDENTIFYING BOLTS, NUTS, AND SCREWS, (3) DRILL GRINDING GAUGE AND DRILL PRESS, AND (4) APPLICATION OF LINEAR MEASUREMENT. EACH JOB SHEET PROVIDES GENERAL INFORMATION, PRECAUTIONS, AND PROCEDURES. A NUMBER OF WORKING DRAWINGS ACCOMPANY THE TEXT. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 405 - VT 100 410. (MU)

VT 100 405
AUTO MECHANICS: BLOCK III: CHASSIS.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 68P.

DESCRIPTORS - *AUTO MECHANICS; *ENGINES; *MOTOR VEHICLES; *POWER MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; AUTO BODY REPAIRMEN; AUTO MECHANICS (OCCUPATION); STATE

CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *NORTH DAKOTA

ABSTRACT - THIS COURSE OUTLINE PROVIDES COURSE CONTENT AND SUPPLEMENTARY MATERIALS FOR A BEGINNING CLASS IN AUTO MECHANICS FOR AREA VOCATIONAL TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. JOB SHEETS FOR A NUMBER OF OPERATIONS INCLUDE THOSE DEALING WITH ALIGNMENT, SERVICING STEERING GEARS, CLUTCHES, AND TRANSMISSIONS, AND OVERHAUL OF TURBOHYDRA-MATIC AND DUAL PISTON MASTER CYLINDERS. EACH OPERATION SHEET CONTAINS SPACE FOR THE STUDENT'S NAME, A LIST OF EQUIPMENT NEEDED, REFERENCES, RELATED INFORMATION, AND A LIST OF PROCEDURES. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 404 AND VT 100 406 - VT 100 410. (MU)

VT 100 406
AUTO MECHANICS: BLOCK IV: ENGINES.

NORTH DAKOTA STATE BOARD FOR
VOCATIONAL EDUCATION, BISMARCK.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 34P.

DESCRIPTORS - *AUTO MECHANICS; *ENGINES; *MOTOR VEHICLES; *POWER MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *NORTH DAKOTA

ABSTRACT - THIS GUIDE PROVIDES COURSE CONTENT AND SUPPLEMENTARY MATERIAL FOR A BEGINNING COURSE IN ENGINES FOR THE AREA, TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. OPERATION SHEETS FOR GENERAL ENGINE OVERHAUL INCLUDE INSTALLING PISTON RINGS AND BEARINGS, CONNECTING RODS, CYLINDERS AND CRANKSHAFTS. WORKING DRAWINGS ACCOMPANY THE TEXT. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 404, VT 100 405 AND VT 100 407 - VT 100 410. (MU)

VT 100 407
AUTO MECHANICS: BLOCK V: FUEL SYSTEMS.

NORTH DAKOTA STATE BOARD FOR
VOCATIONAL EDUCATION, BISMARCK.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 29P.

DESCRIPTORS - *AUTO MECHANICS; *MOTOR VEHICLES; *POWER MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; COURSE CONTENT; CURRICULUM GUIDES; VOCATIONAL EDUCATION
IDENTIFIERS - *NORTH DAKOTA; FUEL SYSTEMS

ABSTRACT - THIS COURSE OUTLINE IS ONE OF A SERIES DEVELOPED FOR USE BY STUDENTS ENROLLED IN AUTOMOTIVE MECHANICS COURSES IN NORTH DAKOTA'S VOCATIONAL PROGRAMS. THE GUIDE CENTERS AROUND FUEL SYSTEMS AND THEIR OPERATION AND CONTAINS A LISTING OF THE VARIOUS TASKS INVOLVED IN WORKING ON FUEL AND EMISSION SYSTEMS AS WELL AS INSTRUCTIONAL UNITS COVERING EACH OF THE 21 BLOCKS TO BE PRESENTED IN THIS PHASE OF THE COURSE. COMPOSING THE UNITS ARE: (1) A LISTING OF THE TOOLS AND REFERENCES NEEDED FOR THE ACTIVITY, (2) AN OUTLINE OF THE PROCEDURES TO BE FOLLOWED IN CARRYING OUT THE OPERATION, AND (3) RELATED INFORMATIONAL FACTS TO BE LEARNED IN ACCORDANCE WITH THE TOPICAL AREA UNDER STUDY. NUMBERS OF RELATED DOCUMENTS IN THE SERIES INCLUDE VT 100 404 - VT 100 406 AND VT 100 408 - VT 100 410. (SN)

VT 100 408
AUTO MECHANICS: BLOCK VI: ELECTRICAL SYSTEMS.

NORTH DAKOTA STATE BOARD FOR
VOCATIONAL EDUCATION, BISMARCK.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 43P.

DESCRIPTORS - *AUTO MECHANICS; *ELECTRICAL SYSTEMS; *ELECTRICITY; *MOTOR VEHICLES; *TRADE AND INDUSTRIAL EDUCATION; AUTO MECHANICS (OCCUPATION); STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *NORTH DAKOTA

ABSTRACT - THIS GUIDE IS DESIGNED

FOR WORK UNITS IN ELECTRICAL SYSTEMS OF AUTO MECHANICS CLASSES IN STATE AREA VOCATIONAL, TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. TWENTY JOB SHEETS PROVIDE COURSE CONTENT AND SUPPLEMENTARY MATERIAL FOR BATTERIES, STARTING SYSTEMS, GENERATORS, REGULATORS, SPARK PLUGS, AND DISTRIBUTORS OF MOTOR VEHICLES. EACH JOB SHEET CONTAINS EQUIPMENT NEEDED, REFERENCES, RELATED INFORMATION, AND PROCEDURES. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 404 - VT 100 407, VT 100 409, AND VT 100 410. (MU)

VT 100 409
AUTO MECHANICS: BLOCK VII: TUNE-UP AND TROUBLE SHOOTING.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 56P.

DESCRIPTORS - *AUTO MECHANICS; *ELECTRICAL SYSTEMS; *ELECTRICITY; *MOTOR VEHICLES; *TRADE AND INDUSTRIAL EDUCATION; AUTO MECHANICS (OCCUPATION); STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *NORTH DAKOTA

ABSTRACT - THIS UNIT IN TROUBLE SHOOTING IS DESIGNED FOR BEGINNING CLASSES IN AUTO MECHANICS IN THE STATE AREA VOCATIONAL, TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. JOB SHEETS PROVIDE COURSE CONTENT AND SUPPLEMENTARY MATERIAL FOR ENGINE TUNE-UPS AND FOR CHECKING AND ADJUSTING IGNITION AND FUEL SYSTEMS. EACH JOB SHEET CONTAINS A LIST OF EQUIPMENT AND MATERIAL NEEDED, REFERENCES, RELATED INFORMATION, AND PROCEDURES. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 404 - VT 100 408 AND VT 100 410. (MU)

VT 100 410
AUTO MECHANICS: BLOCK VIII: HEATING AND AIR CONDITIONING.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 52P.

DESCRIPTORS - *AIR CONDITIONING; *AUTO MECHANICS; *HEATING; *MOTOR VEHICLES; *TRADE AND INDUSTRIAL EDUCATION; AIR CONDITIONING EQUIPMENT; AUTO MECHANICS (OCCUPATION); STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *NORTH DAKOTA

ABSTRACT - THIS UNIT ON HEATING AND AIR CONDITIONING IS DESIGNED FOR A BEGINNING COURSE IN AUTO MECHANICS AT AREA VOCATION, TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. JOB SHEETS PROVIDE COURSE CONTENT AND SUPPLEMENTARY MATERIAL FOR SIX UNITS ON HEATERS FOR CARS AND 28 CONCERNING AIR CONDITIONING UNITS FOR CARS. THEY DEAL WITH CHECKING, ADJUSTING AND DIAGNOSING DIFFICULTIES WITHIN THE HEATING AND COOLING SYSTEMS, AND PROVIDE STEP-BY-STEP DIRECTIONS ON SERVICING THEM. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 404 - VT 100 409. (MU)

VT 100 411
ERICKSON, WILBUR A.
MACHINE SHOP WORKBOOK. PART I.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 137P. ALSO SEE VT 020459.

DESCRIPTORS - *APPRENTICESHIPS; *INSTRUCTIONAL MATERIALS; *MACHINE TOOL OPERATORS; *MACHINISTS; *WORKBOOKS

ABSTRACT - THIS WORKBOOK WAS DESIGNED FOR USE BY APPRENTICE MACHINISTS IN THE STATE OF CALIFORNIA AND CONTAINS THE FIRST PART OF THE COURSE CONTENT TO BE COVERED IN THE PROGRAM. GIVEN ARE: (1) A FOREWORD, (2) A PREFACE, (3) SIX UNITS OF STUDY, AND (4) A LIST OF INSTRUCTIONAL MATERIALS WHICH MAY BE USED IN STUDYING THE VARIOUS

UNITS. SPECIFIC UNIT TITLES INCLUDE: (1) THE APPRENTICE AND HIS TRADE, (2) BASIC MATHEMATICS, (3) BENCHWORK, (4) BLUEPRINT READING, SKETCHING, AND DRAWING, (5) DRILL-PRESS WORK, AND (6) IRON, STEEL, AND NONFERROUS MATERIALS. (SN)

VT 100 412
MENCONI, JOSEPH W.
AUTO MECHANICS WORKBOOK. PART I.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 156P. FOR PART 2, SEE VT 020187

DESCRIPTORS - *APPRENTICESHIPS; *AUTO MECHANICS; *INSTRUCTIONAL MATERIALS; *WORKBOOKS

ABSTRACT - THIS WORKBOOK WAS DEVELOPED FOR USE BY PERSONS ENROLLED IN CALIFORNIA'S AUTO MECHANICS APPRENTICESHIP TRAINING PROGRAMS AND REPRESENTS AN ACCUMULATION OF PART 1 OF THE INFORMATION TO BE COVERED. SPECIFIC CONTENTS INCLUDE: (1) SIX TOPICAL UNITS, (2) A FOREWORD, (3) A PREFACE, AND (4) INSTRUCTIONAL MATERIALS TO BE USED IN STUDYING THE UNITS. TITLES OF THE UNITS ARE: (1) THE APPRENTICE AND HIS TRADE, (2) MATHEMATICS FOR AUTO MECHANICS, (3) TOOLS OF THE TRADE, (4) PETROLEUM-GENERAL LUBRICATION, (5) FRAMES, SPRINGS, AND SUSPENSION SYSTEMS, (6) TIRES, WHEELS, AND STEERING SYSTEMS, AND (7) BRAKES. (SN)

VT 100 413
AULD, WARREN J.; ULRICH, DUANE
MEATCUTTING WORKBOOK: PART I.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 148P.

DESCRIPTORS - *APPRENTICESHIPS; *INSTRUCTIONAL MATERIALS; *WORKBOOKS
IDENTIFIERS - *MEATCUTTERS

ABSTRACT - THIS WORKBOOK WAS DESIGNED FOR USE BY APPRENTICE MEATCUTTERS IN THE STATE OF CALIFORNIA. CONTAINED IN IT ARE A FOREWORD, PREFACE, 8 TOPICAL UNITS, A GLOSSARY, AND SUGGESTED INSTRUCTIONAL MATERIALS. SPECIFIC CONTENTS OF THE UNITS INCLUDE: (1) THE APPRENTICE MEATCUTTER AND HIS TRADE, (2) APPLIED MATHEMATICS, (3) TOOLS AND EQUIPMENT, (4) WEIGHING, PACKAGING, AND MAKING CHANGE, (5) MEAT AND FISH AS FOODS, (6) MEAT FROM FARM TO TABLE, (7) INSPECTION, CLASSIFICATION, AND GRADING, AND (8) MEAT SALESMANSHIP. (SN)

VT 100 418
GUIDE FOR PATENT DRAFTSMEN: SELECTED RULES OF PRACTICE RELATING TO PATENT DRAWINGS.

PATENT OFFICE (DOC), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (CAT. # C21.14/2:D78/971, $.30)
PUB DATE - 71 19P.

DESCRIPTORS - *CRITERIA; *DRAFTSMEN; *ENGINEERING GRAPHICS; *GUIDES; DESIGNERS; DRAFTING; SPECIFICATIONS
IDENTIFIERS - *PATENT DRAWING

ABSTRACT - THIS GUIDE WAS DEVELOPED FOR USE BY PATENT DRAFTSMEN AND CONTAINS RULES PERTAINING TO REQUIREMENTS ON SPECIFIC ASPECTS OF PATENT DRAWINGS. THE TOPICAL ITEMS FOR WHICH RULES ARE GIVEN INCLUDE: (1) DRAWINGS (WITH SPECIAL EMPHASIS ON DRAWINGS REQUIRED, CONTENT OF DRAWINGS, STANDARDS FOR DRAWINGS, INFORMAL DRAWINGS, DRAFTSMEN TO MAKE DRAWINGS, AND USE OF OLD DRAWINGS), (2) DESIGN PATENTS, AND (3) SYMBOLS FOR DRAFTSMEN. (SN)

VT 100 420
FLOOR COVERING WORKBOOK: PART 2: CARPETING.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF

INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 121P.

DESCRIPTORS - *APPRENTICESHIPS; *CARPETING; *FLOOR LAYERS; *TRAINEES; *WORKBOOKS; INSTRUCTIONAL MATERIALS

ABSTRACT - THIS WORKBOOK WAS DEVELOPED TO PROVIDE APPRENTICE FLOOR COVERING TRAINEES IN THE STATE OF CALIFORNIA WITH THE NECESSARY INFORMATION TO MEET THE TECHNICAL DEMANDS OF THE CARPETING TRADE. TITLES OF THE INSTRUCTIONAL UNITS TO BE EXPLORED ARE: (1) INTRODUCTION TO THE TRADE, (2) MATERIALS OF THE INDUSTRY, (3) TOOLS OF THE TRADE, (4) CARPET PREPARATION, AND (5) CARPET INSTALLATION. A GLOSSARY AND LISTING OF INSTRUCTIONAL MATERIALS ARE INCLUDED AS WELL AS STUDY GUIDES FOR EACH OF THE UNITS PRESENTED. (AUTHOR/SN)

VT 100 438
JOB CORPS TRAINING STANDARD FOR SMALL GAS ENGINE REPAIR, D.O.T. CODE 625.281.

MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. JOB CORPS.
MF AVAILABLE IN VT-ERIC SET.
DOL/JOB-CORPS-HDBK-440.64
PUB DATE - AUG69 19P.

DESCRIPTORS - *ENGINES; *JOB SKILLS; *MACHINE REPAIRMEN; *STANDARDS; *TRADE AND INDUSTRIAL EDUCATION; EVALUATION CRITERIA
IDENTIFIERS - *JOB CORPS

ABSTRACT - THIS MANUAL CONTAINS THE REQUIREMENTS FOR A JOB CORP MEMBER TO MEET IN ORDER TO RANK AS A GASOLINE ENGINE REPAIRMAN. GENERAL TASKS AND KNOWLEDGE NEEDED FOR SUCCESSFUL PERFORMANCE OF DUTIES ARE ITEMIZED ON A 13-PAGE CHECK SHEET FOR THE USE OF THE CORPSMEMBER AND THE INSTRUCTOR. ITEMS ARE CLASSIFIED AS: (1) SAFETY, (2) GENERAL, (3) IGNITION SYSTEM, (4) CARBURETION, (5) VALVE TRAIN, (6) ENGINE REPAIR, (7) LUBRICATION SYSTEM, AND (8) COMMON ENGINE-RELATED REPAIRS. GENERAL EDUCATION LEVEL RANKINGS INCLUDE SKILLS IN READING, MATHEMATICS, LANGUAGE, HANDWRITING, SPEAKING, AND SOCIAL/ATTITUDINAL ACHIEVEMENTS. (MU)

VT 100 440
A VOCATIONAL TEACHER EDUCATION MODULE. V. ED. VI-1. IN-SERVICE STRUCTURE OF EDUCATION: DEVELOPMENT OF PRACTICAL ARTS AND VOCATIONAL EDUCATION. TENTATIVE DRAFT.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - OCT71 79P.

DESCRIPTORS - *EDUCATIONAL LEGISLATION; *INDIVIDUALIZED CURRICULUM; *LEARNING ACTIVITIES; *SCHEDULE MODULES; *TEACHER EDUCATION CURRICULUM; *VOCATIONAL EDUCATION; FEDERAL LEGISLATION; VOCATIONAL EDUCATION TEACHERS
IDENTIFIERS - *FLORIDA

ABSTRACT - THE EVOLUTION OF VOCATIONAL EDUCATION, INCLUDING PERTINENT LEGISLATION UP TO 1963, PROVIDES THE SUBJECT MATTER OF THIS MODULE IN A CURRICULUM FOR TEACHER EDUCATION. THE FOUR SPECIFIC OBJECTIVES TO BE ACHIEVED BY THE PARTICIPANTS ARE TO: (1) IDENTIFY FACTORS WHICH LED TO FEDERAL SUPPORT FOR VOCATIONAL EDUCATION, (2) IDENTIFY PHILOSOPHICAL PRINCIPLES AND EARLY PHILOSOPHERS WHICH SUPPORTED VOCATIONAL EDUCATION, (3) DESCRIBE SPECIFIC LEGISLATIVE ACTS FROM 1917 TO 1963 WHICH SUPPORTED VOCATIONAL EDUCATION, AND (4) JUSTIFY, ECONOMICALLY, PRESENT AND FUTURE FEDERAL AID TO VOCATIONAL EDUCATION. EACH UNIT CONTAINS LEARNING ACTIVITIES AND PARTICIPANT ASSESSMENTS. (AUTHOR/MU)

VT 100 441
A VOCATIONAL TEACHER EDUCATION MODULE. V. ED. I-1. ORGANIZATION OF VOCATIONAL EDUCATION IN DADE COUNTY PUBLIC SCHOOLS. TENTATIVE DRAFT.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL71 25P.

DESCRIPTORS - *ADMINISTRATIVE ORGANIZATION; *INDIVIDUALIZED CURRICULUM; SCHEDULE MODULES; *TEACHER EDUCATION CURRICULUM; *VOCATIONAL EDUCATION; COUNTY PROGRAMS; LEARNING ACTIVITIES; VOCATIONAL EDUCATION TEACHERS
IDENTIFIERS - *FLORIDA

ABSTRACT - THE ORGANIZATION OF VOCATIONAL EDUCATION IN DADE COUNTY, FLORIDA IS THE SUBJECT MATTER OF THIS MODULE IN A TEACHER EDUCATION CURRICULUM. THE THREE OBJECTIVES TO BE ACHIEVED BY EACH PARTICIPANT ARE TO: (1) DESCRIBE THE ADMINISTRATIVE ORGANIZATION OF THE VOCATIONAL DIVISION, (2) IDENTIFY AND DESCRIBE PROGRAM AREAS IN VOCATIONAL EDUCATION, AND (3) DESCRIBE THE LEVELS OF VOCATIONAL EDUCATION IN DADE COUNTY. PRE- AND POSTASSESSMENTS WITH ANSWER KEYS ARE INCLUDED AND EACH UNIT PROVIDES LEARNING ACTIVITIES. (AUTHOR/MU)

VT 100 442
A VOCATIONAL TEACHER EDUCATION MODULE. V. ED. I-2. ORIENTATION: IN-SERVICE. TENTATIVE DRAFT.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL71 45P.

DESCRIPTORS - *INDUSTRIAL EDUCATION; *LEARNING ACTIVITIES; *SCHEDULE MODULES; *TEACHER EDUCATION CURRICULUM; *TEACHER INTERNS; *VOCATIONAL EDUCATION TEACHERS; INTERNSHIP PROGRAMS; VOCATIONAL EDUCATION
IDENTIFIERS - *FLORIDA

ABSTRACT - THE FUNCTIONS AND RESPONSIBILITIES OF INTERNS IN THE TEACHER EDUCATION PROGRAM OF FLORIDA ARE THE SUBJECT OF THIS MODULE IN THE TEACHER EDUCATION CURRICULUM. THREE SPECIFIC OBJECTIVES DEFINING THE COURSE CONTENT ARE TO: (1) LIST THE REQUIREMENTS FOR CERTIFICATION, (2) RECOGNIZE B2 PERSONNEL AND DESCRIBE THEIR DUTIES, AND (3) DIFFERENTIATE BETWEEN INTERNSHIP AND STUDENT TEACHING. TESTS FOR PRE- AND POSTASSESSMENT AND LEARNING ACTIVITIES ARE INCLUDED. (AUTHOR/MU)

VT 100 443
A VOCATIONAL TEACHER EDUCATION MODULE. V. ED. IV-3. EFFECTIVE TEACHING PROCEDURES. TENTATIVE DRAFT.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL71 28P.

DESCRIPTORS - *LEARNING ACTIVITIES; *SCHEDULE MODULES; *TEACHER EDUCATION CURRICULUM; *TEACHING PROCEDURES; *VOCATIONAL EDUCATION TEACHERS; EFFECTIVE TEACHING
IDENTIFIERS - *FLORIDA

ABSTRACT - PROCEDURES IN EFFECTIVE TEACHING ARE THE SUBJECT OF THIS MODULE IN THE TEACHER EDUCATION CURRICULUM. THREE SPECIFIC OBJECTIVES DEFINING THE CONTENT ARE TO: (1) PREPARE STUDENTS AND FACILITIES FOR INSTRUCTION, (2) SUCCESSFULLY TEACH A 10-MINUTE MANIPULATIVE LESSON, AND (3) SUCCESSFULLY TEACH A 10-MINUTE RELATED LESSON. PRE- AND POSTASSESSMENTS AND LEARNING ACTIVITIES ARE INCLUDED. (AUTHOR/MU)

VT 100 450
DIVERSIFIED OCCUPATIONS COORDINATOR'S HANDBOOK.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.; CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 70P.

DESCRIPTORS - *ADMINISTRATOR

GUIDES; *ADMINISTRATOR ROLE; *COORDINATORS; *PROGRAM GUIDES; *WORK EXPERIENCE PROGRAMS; VOCATIONAL DEVELOPMENT; WORK STUDY PROGRAMS
IDENTIFIERS - *SOUTH CAROLINA

ABSTRACT - THIS PROGRAM GUIDE FOR ADMINISTRATORS AND COORDINATORS IN THE SECONDARY SCHOOLS OF SOUTH CAROLINA IS DESIGNED TO HELP ESTABLISH OR IMPROVE DIVERSIFIED OCCUPATIONS PROGRAM. IN THESE PROGRAMS, STUDENTS IN REGULAR HIGH SCHOOLS RECEIVE ON-THE-JOB TRAINING UNDER SCHOOL SUPERVISION IN LOCAL INDUSTRIAL OR BUSINESS ESTABLISHMENTS FOR A PART OF THE DAY. GOALS, REQUIREMENTS, ROLES OF THE PARTICIPANTS, AND USE OF ADVISORY COMMITTEES ARE DETAILED. THE FUNCTIONS OF THE COORDINATOR ARE RELATED TO THE ENROLLMENT OF STUDENTS, THEIR PLACEMENT, THE SELECTION OF TRAINING STATIONS, AND THE SUPERVISION AND EVALUATION OF THE STUDENT ON THE JOB. PUBLIC RELATIONS, LEGAL REQUIREMENTS IN THE STATE, THE SCHOOL RECORDS AND REPORTS NEEDED BY THE SCHOOL SYSTEM ARE DESCRIBED. AN APPENDIX SUPPLIES REFERENCE MATERIALS FOR THE ADMINISTRATOR AND THE COORDINATOR. (MU)

VT 100 458
SMALL GASOLINE ENGINES. FLOAT TYPE CARBURETOR REPAIR: AN INDIVIDUAL INSTRUCTION MANUAL.

CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.; SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 43P.

DESCRIPTORS - *AUTO MECHANICS; *ENGINES; *PROGRAMED TEXTS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; MACHINE REPAIRMEN; MANUALS; MECHANICS (PROCESS)

ABSTRACT - THIS PROGRAMED STUDY GUIDE IS FOR THE STUDENT'S USE FOLLOWING THE INTRODUCTORY CLASSES ON SMALL GASOLINE ENGINES AND AFTER INSTRUCTION IN THE BASIC PRINCIPLES OF OPERATION OF SMALL ENGINES, PROPER USE OF HAND TOOLS, AND SHOP SAFETY. THE UNIT IS DESIGNED FOR INDIVIDUAL USE WITH A MINIMUM OF TEACHER INVOLVEMENT. EACH STUDENT SHOULD HAVE A MANUAL, A SMALL GASOLINE ENGINE, THE TOOLS LISTED, AND A SUFFICIENT WORK SPACE SO AS NOT TO BE CROWDED. FOR THE ENGINE PARTS IDENTIFICATION AND THE CARBURETOR PARTS, A PREPARED WORKSHEET WOULD BE OF VALUE. (AUTHOR/MU)

VT 100 459
OPERATING THE KNUCKLE-BOOM LOADER. A STUDENT TRAINING MANUAL AND INSTRUCTOR'S GUIDE.

CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.; SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 38P. THIRD REVISION, 1972.

DESCRIPTORS - *EDUCATIONAL EQUIPMENT; *MECHANICAL SKILLS; *SIMULATION; *SIMULATORS; *TRADE AND INDUSTRIAL EDUCATION; HYDRAULICS; POWER MECHANICS; TEACHING GUIDES

ABSTRACT - THIS MANUAL IS FOR INSTRUCTOR'S USE IN PUTTING STUDENTS THROUGH A STEP-BY-STEP PROCEDURE TO DEVELOP DEXTERITY WITH LOADER CONTROLS AND A KNOWLEDGE OF LOADING TECHNIQUES, HYDRAULIC PRINCIPLES, AND SAFETY ON OR AROUND A LOADER. THE MANUAL IS KEYED SPECIFICALLY TO THE SCALE MODEL USED IN THE ILLUSTRATIONS PROVIDED. INSTRUCTORS WORKING WITH LOADERS THAT MAY DIFFER IN CONTROL SEQUENCE, OR LOCATION AND FUNCTION, MAY ADAPT THE MANUAL TO THEIR NEEDS. BEFORE PUTTING A STUDENT ON THE LOADER FOR OPERATIONAL PRACTICE HE SHOULD HAVE HAD INSTRUCTION IN PRINCIPLES OF HYDRAULICS, LOADING EQUIPMENT SAFETY, LIMITATIONS OF LOADERS, AND LOADER CONTROLS AS TO LOCATION, FUNCTION, AND OPERATION, INCLUDING STANDARD NAMES OF THE

MAJOR COMPONENTS OF THE KNUCKLE-BOOM LOADER. A LIST OF STANDARD NOMENCLATURE AND A SET OF SEVEN CONTROL EXERCISES ARE INCLUDED. (AUTHOR/MU)

VT 100 460
BARBER, ROBERT W., AND OTHERS
MASONRY.

STANTON CAREER EDUCATION CENTER, JACKSONVILLE, FLA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 183P.

DESCRIPTORS - *BRICKLAYERS; *BRICKLAYING; *CONSTRUCTION (PROCESS); *MASONRY; *TRADE AND INDUSTRIAL EDUCATION; BUILDING TRADES

ABSTRACT - ELEVEN LEARNING ACTIVITY PACKAGES TAKE THE BEGINNING STUDENT THROUGH THE FUNDAMENTALS OF MASONRY. THROUGH AN INTERDISCIPLINARY APPROACH THE COURSE CONTENT IS PRESENTED AS MATERIAL IN AREAS OF: (1) THE CRAFT ITSELF, (2) COMMUNICATIONS, (3) VOCATIONAL INFORMATION, (4) RELATED SCIENCE, AND (5) MATHEMATICS. EACH AREA IS PRESENTED AS A SECTION CONTAINING GOALS, OBJECTIVES, STUDENT ACTIVITIES, WORD LISTS, PRE- AND POSTTESTS, AND WORKSHEETS. (MU)

VT 100 496
USING THE RESULTS OF THE TRADE AND INDUSTRIAL EDUCATION ACHIEVEMENT TEST PROGRAM.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OH 43210.
PUB DATE - 72 29P.

DESCRIPTORS - *ACHIEVEMENT TESTS; *OCCUPATIONAL TESTS; *TEST RESULTS; *TESTING; *TESTING PROGRAMS; APTITUDE TESTS; PROGRAM EVALUATION; VOCATIONAL PROGRAMS
IDENTIFIERS - *OHIO TRADE INDUSTRIAL EDUCATION ACHIEVEMENT TEST

ABSTRACT - THIS ACHIEVEMENT TEST PROGRAM GIVES SCHOOL ADMINISTRATORS, SUPERVISORS, TEACHERS, AND COUNSELORS AN EFFECTIVE TOOL IN A VOCATIONAL PROGRAM. SOME OF ITS PURPOSES ARE TO: (1) HELP DETERMINE IF THE OBJECTIVES OF INSTRUCTION HAVE BEEN ACHIEVED, (2) IDENTIFY FACILITY AND EQUIPMENT DEFICIENCIES, (3) IDENTIFY STRENGTHS AND WEAKNESSES OF THE INSTRUCTION AND OF THE STUDENTS, AND (4) HELP EVALUATE REFERENCE MATERIALS. THE ENTIRE TEST BATTERY CONSISTS OF THE CALIFORNIA SHORT FORM TEST OF ACADEMIC APTITUDE AND TRADE ACHIEVEMENT TEST WHICH ALL STUDENTS ARE EXPECTED TO COMPLETE PLUS 12 TRADE ACHIEVEMENT TESTS. INSTRUCTIONS ARE GIVEN IN USES OF THE TEST BATTERY AND IN UTILIZING THE TEST RESULTS. A SHORT REPORTING IS MADE ON A STUDY OF THE TEST RESULTS AND COMPLETE REPORT IS AVAILABLE FOR $1.00 FROM INSTRUCTION MATERIALS LABORATORY, OHIO STATE UNIVERSITY, TOWNSHEND HALL, 1885 NEIL AVE., COLUMBUS, OHIO 43210. (AUTHOR/MU)

VT 100 509
CURRICULUM GUIDE FOR BUILDING CONSTRUCTION.

OREGON STATE DEPT. OF EDUCATION, SALEM.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
DOCUMENTS CLERK, STATE DEPARTMENT OF EDUCATION, 942 LANCASTER DR., NE, SALEM, OR 97310 ($2.50)
PUB DATE - 72 271P.

DESCRIPTORS - *BUILDING TRADES; *CONSTRUCTION INDUSTRY; *SKILLED OCCUPATIONS; *TRADE AND INDUSTRIAL EDUCATION; *VOCATIONAL EDUCATION; CARPENTERS; ENTRY WORKERS; PAINTING; ROOFING; SAFETY; SECONDARY GRADES

ABSTRACT - THIS CURRICULUM GUIDE FOR OREGON SECONDARY SCHOOLS PROVIDES THE COURSE CONTENT IN A PROGRAM PREPARING STUDENTS FOR A

VARIETY OF OCCUPATIONS IN THE BUILDING INDUSTRY. KNOWLEDGE OF MATERIALS, SKILL IN USE AND CARE OF TOOLS, AND AN UNDERSTANDING OF LAWS AND REGULATIONS AFFECTING THE INDUSTRY, OF BUILDING FUNCTIONS AND DESIGN, AND OF SAFETY PRACTICES ARE PRIMARY OBJECTIVES OF THE CONSTRUCTION CAREER CLUSTER PROGRAM. INSTRUCTIONAL SPECIFICATIONS FOR ENTRY-LEVEL SKILLS FOR THE SEVEN KEY OCCUPATIONS (CARPENTER, TROWEL TRADES, IRON WORKER, PIPE TRADES, FLOOR LAYER, PAINTER, AND ROOFER) ARE CATAGORIZED ACCORDING TO THEIR MOST COMMON CHARACTERISTIC; THUS, TO DEVELOP A FULLY INDIVIDUALIZED CURRICULUM, TEACHERS WILL HAVE TO USE BOTH THE TASK ANALYSIS AND THE INSTRUCTIONAL ANALYSIS PROVIDED. AN APPENDIX SUPPLIES AN ACCIDENT PREVENTION PROGRAM FOR SCHOOL SHOPS, LISTS OF TOOLS AND EQUIPMENT, AND A DIRECTORY OF MEDIA PRODUCERS AND DISTRIBUTORS. (AUTHOR/MU)

VT 100 511
CHAPMAN, ELWOOD N.
WORK EXPERIENCE SURVIVAL KIT: THE BOOK NO WORK EXPERIENCE EDUCATION STUDENT SHOULD BE WITHOUT.

DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
GOODYEAR PUBLISHING COMPANY, INC., PACIFIC PALISADES, CALIFORNIA
PUB DATE - 73 191P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *READING MATERIALS; *TEXTBOOKS; *WORK EXPERIENCE PROGRAMS; SECONDARY GRADES; WORK STUDY PROGRAMS

ABSTRACT - THIS BOOK WAS DESIGNED TO STRENGTHEN THE WORK EXPERIENCE PROGRAM AND ASSIST THE COORDINATOR IN PLANNING INSTRUCTION. IT IS INTENDED TO BE PRACTICAL AND SELF-INSTRUCTING SO THAT THE TRAINEE CAN STUDY AND BENEFIT FROM IT WITHOUT SUPERVISION FROM HIS COORDINATOR. CONTENTS INCLUDE: (1) A TOTAL OF 16 TOPICAL UNITS WITH CASE PROBLEMS CONTAINED IN EACH, (2) AN APPENDIX ENTITLED, "HOW TO GO ABOUT GETTING A GOOD JOB," (3) DISCUSSION AND EXAMINATION QUESTIONS, (4) AUTHOR'S SUGGESTED ANSWERS TO CASE PROBLEMS, AND (5) ANSWERS TO DISCUSSION AND EXAMINATION QUESTIONS. (SN)

VT 100 512
CAMERON, CLIVE A.
GOING METRIC WITH THE UNITED STATES PRINTING INDUSTRY.

ROCHESTER INST. OF TECH., N.Y.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
GRAPHIC ARTS RESEARCH CENTER, ROCHESTER INSTITUTE OF TECHNOLOGY, ROCHESTER, NEW YORK 14623
PUB DATE - 72 175P.

DESCRIPTORS - *GRAPHIC ARTS; *MEASUREMENT; *METRIC SYSTEM; *STANDARDS; PRINTING; TEXTBOOKS

ABSTRACT - THIS TEXT ON THE METRIC SYSTEM IS AIMED AT READERS IN THE PRINTING AND ALLIED INDUSTRIES AND FOCUSES ON SPECIFIC APPLICATIONS OF THE SYSTEM TO THE FIELD OF GRAPHICS ARTS. APPEALING, AS WELL, TO THE GENERAL READER, ARE THE CHAPTERS DEALING WITH THE HISTORY OF SYSTEMS OF MEASUREMENT, THE INTERNATIONAL SYSTEM (SI) OF UNITS, METRICATION IN THE UNITED STATES, AND THE DIFFERING PATHS TAKEN BY JAPAN AND GREAT BRITAIN IN ADOPTING THE METRIC SYSTEM. THE EFFECTS OF METRIC STANDARDS ON MACHINERY AND EQUIPMENT IN THE INDUSTRY, TYPESETTING, PAPER, PACKAGING, AND PRINTING PRODUCTS AND PROCESSES ARE DESCRIBED. A WORLD MAP HIGHLIGHTING THOSE COUNTRIES NOT USING THE METRIC SYSTEM IS A SIGNIFICANT LOOK AT THE RELUCTANCE OF THE UNITED STATES AMONG THE OTHER LARGE NATIONS OF THE WORLD. THE BOOK IS A BEAUTIFUL EXAMPLE OF COLOR PAPER, PRINTING, AND BINDING. (MU)

VT 100 513
DIXON, EMERY H., ED.
RECOMMENDATIONS FOR TEACHING WELDING: SETTING UP TRAINING PROGRAMS AND SHOPS.

HOBART SCHOOL OF WELDING TECHNOLOGY, TROY, OHIO.

DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
EW-240
HOBART BROTHERS COMPANY, ATTN: BOOK DEPARTMENT, TROY, OHIO 45373
PUB DATE - 71 67P.

DESCRIPTORS - *PROGRAM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WELDING; EDUCATIONAL EQUIPMENT; METAL WORKING OCCUPATIONS; RESOURCE MATERIALS; WELDERS
IDENTIFIERS - *HOBART SCHOOL OF TECHNOLOGY

ABSTRACT - THIS PROGRAM GUIDE FOR WELDING GIVES THE ADMINISTRATOR AND INSTRUCTOR SUGGESTIONS FOR PLANNING A WELDING PROGRAM, LAYING OUT THE WELDING SHOP, AND BUILDING SOME OF THE EQUIPMENT. VARIOUS TEACHING METHODS AND SOURCES OF TRAINING PUBLICATIONS ARE PROVIDED AS WELL AS SAMPLE COURSES, TAKEN FROM THE HOBART SCHOOL OF TECHNOLOGY CURRICULUM, WITH SUGGESTED NUMBER OF HOURS. PHOTOGRAPHS AND NUMEROUS WORKING DRAWINGS ILLUSTRATE THE TEXT. (MU)

VT 100 623
VOCATIONAL DRAFTING. AN INTEGRATED SECONDARY-POST SECONDARY CURRICULUM GUIDE AND TEST (TENTATIVE).

UTAH STATE BOARD FOR VOCATIONAL EDUCATION, SALT LAKE CITY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 133P.

DESCRIPTORS - *STATE CURRICULUM GUIDES; *DRAFTING; *SECONDARY EDUCATION; *POST SECONDARY EDUCATION; *INDUSTRIAL ARTS

ABSTRACT - THIS STATE CURRICULUM GUIDE PROVIDES A TOTALLY ARTICULATED COURSE OF STUDY IN DRAFTING WHICH INCORPORATES INFORMATION AND TECHNIQUES TO BE INCLUDED IN SECONDARY AND POSTSECONDARY CLASSES. OBJECTIVES OF THE GUIDE ARE RELATED TO THE STATE'S ADOPTED GOALS OF EDUCATION: A CONTINUITY OF INTELLECTUAL, ETHICAL, MORAL, AND PRODUCTIVE MATURITY. THE CONTENTS INCLUDE FOUR GENERAL AREAS: (1) BASIC DRAFTING, (2) BASIC ARCHITECTURAL DRAFTING, (3) ELECTRONIC DRAFTING, AND (4) WELDING REPRESENTATION. THE APPENDIX CONTAINS TESTS WITH ANSWERS, SUGGESTED LISTS OF EQUIPMENT AND SUPPLIES FOR SCHOOLS, AND A LIST OF PERSONAL DRAFTING EQUIPMENT. (MU)

VT 100 631
CIVIL TECHNOLOGY AUDIO-VISUAL MATERIALS.

LAKE REGION JUNIOR COLL., DEVILS LAKE, N.D. DEPT. OF CIVIL TECHNOLOGY.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.; NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.
MF AVAILABLE IN VT-ERIC SET.
DEPARTMENT OF CIVIL TECHNOLOGY, LAKE REGION JUNIOR COLLEGE, DEVILS LAKE, N.D. 58301
PUB DATE - 73 5P.

DESCRIPTORS - *AUDIOVISUAL AIDS; *CIVIL ENGINEERING; ROAD CONSTRUCTION; *RESOURCE GUIDES; *RESOURCE MATERIALS
IDENTIFIERS - *CIVIL TECHNOLOGY

ABSTRACT - THIS RESOURCE GUIDE CONTAINS A LISTING OF ALL OF THE AUDIO-VISUAL MATERIALS AVAILABLE FOR LOAN OR DUPLICATION IN THE AREA OF CIVIL TECHNOLOGY AT THE LAKE REGION JUNIOR COLLEGE AS OF SEPTEMBER 1, 1973. ANNOTATED SUMMARIES OF THE CONTENT OF THE MATERIALS ENTERED ARE INCLUDED. (SN)

VT 100 632
AUTO MECHANICS; AN INTEGRATED SECONDARY-POST SECONDARY CURRICULUM GUIDE AND TEST (TENTATIVE).

UTAH STATE BOARD FOR VOCATIONAL EDUCATION, SALT LAKE CITY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 107P.

DESCRIPTORS - *CURRICULUM GUIDES; *AUTO MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; POSTSECONDARY EDUCATION; SECONDARY GRADES; *INTEGRATED CURRICULUM; INDUSTRIAL

ARTS
IDENTIFIERS - UTAH

ABSTRACT - THE OUTCOME OF A THREE-WEEK WORKSHOP AT UTAH TECHNICAL COLLEGE, THIS CURRICULUM GUIDE WAS DEVELOPED TO PROVIDE ARTICULATION BETWEEN THE SECONDARY AND POST-SECONDARY SCHOOLS OFFERING VOCATIONAL-TECHNICAL EDUCATION IN THE STATE OF UTAH. THIS PARTICULAR GUIDE WAS DESIGNED MERELY AS A RESOURCE AID FOR USE IN THE TEACHING OF AUTO MECHANICS, THUS, NO SPECIFIC DIRECTIONS ARE GIVEN FOR IMPLEMENTING THE INSTRUCTION OF THE CONTENT PROVIDED THEREIN. INCLUDED ARE THE TEN INSTRUCTIONAL UNITS TO BE COVERED, THE PURPOSE OF EACH OF THE UNITS, THE SUBUNITS NEEDED TO COVER EACH UNIT, AND OBJECTIVES FOR EACH UNIT WRITTEN IN BEHAVIORAL TERMS. (SN)

VT 100 633
MACHINE SHOP; AN INTEGRATED SECONDARY-POST SECONDARY CURRICULUM GUIDE. PLAN OF INSTRUCTION (TECHNICAL TRAINING).

UTAH STATE BOARD FOR VOCATIONAL EDUCATION, SALT LAKE CITY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 79P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL EDUCATION; *COURSE CONTENT; *INTEGRATED CURRICULUM; MACHINE REPAIRMEN; SECONDARY GRADES; POSTSECONDARY EDUCATION; AUTO MECHANICS
IDENTIFIERS - *MACHINE SHOP; UTAH

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED TO FACILITATE ARTICULATION OF INSTRUCTION IN THE FIELD OF AUTOMOTIVE MACHINE SHOP BETWEEN UTAH'S SECONDARY AND POSTSECONDARY SCHOOLS OF VOCATIONAL-TECHNICAL EDUCATION. THE PROGRAM DESCRIBED IS DESIGNED TO ELEVATE THE KNOWLEDGE LEVEL OF STUDENTS WITH LIMITED SKILLS IN THE AREA TO A SALEABLE SKILL LEVEL. IT WOULD ALLOW STUDENT PARTICIPANTS TO BEGIN THE COURSE IN HIGH SCHOOL WITH THE OPTION OF EITHER COMPLETING IT THERE OR CONTINUING IT IN A POSTSECONDARY SCHOOL WITHOUT HAVING TO REPEAT THOSE SECTIONS WHICH THEY HAD ALREADY SUCCESSFULLY COMPLETED. SPECIFIC CONTENTS INCLUDE: (1) AN EXPLANATION OF AND INSTRUCTIONS FOR USING THE GUIDE, (2) THE COURSE CONTENT, AND (3) THE SEVEN INSTRUCTIONAL UNITS TO BE COVERED IN THE PROGRAM. (SN)

VT 100 634
GRAPHIC COMMUNICATIONS-PRINTING; AN INTEGRATED SECONDARY-POST SECONDARY CURRICULUM GUIDE (TENTATIVE).

UTAH STATE BOARD FOR VOCATIONAL EDUCATION, SALT LAKE CITY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 100P.

DESCRIPTORS - *CURRICULUM GUIDES; SECONDARY GRADES; POST SECONDARY GRADES; *INTEGRATED CURRICULUM; *PRINTING; *GRAPHIC ARTS; INDUSTRIAL ARTS
IDENTIFIERS - UTAH

ABSTRACT - THIS TENTATIVE CURRICULUM GUIDE DESCRIBED THE COURSE CONTENT AND USES THEREOF IN FACILITATING THE ARTICULATION OF INSTRUCTION IN THE AREA OF GRAPHIC COMMUNICATION AND PRINTING BETWEEN UTAH'S SECONDARY AND POSTSECONDARY SCHOOLS OF VOCATIONAL-TECHNICAL EDUCATION. IT IS INTENDED THAT ALL OF THE FOUR INSTRUCTIONAL UNITS AND OBJECTIVES OUTLINED IN THE GUIDE BE TAUGHT AT THE HIGH SCHOOL LEVEL; HOWEVER, SHOULD STUDENTS NOT COMPLETE THE GIVEN TASKS, THEY HAVE THE OPTION OF CONTINUING THE PROGRAM IN A POSTSECONDARY SCHOOL WITHOUT HAVING TO REPEAT THAT WHICH HAS ALREADY BEEN SUCCESSFULLY MASTERED. TOPICS OF THE UNITS TO BE COVERED INCLUDE: (1) INTRODUCTION TO LETTERPRESS, (2) INTRODUCTION TO OFFSET, (3) INTRODUCTION TO ADVANCED PRINTING, AND (4) VOCATIONAL GRAPHICS COMMUNICATIONS PRINTING. (SN)

VT 100 636
VOCATIONAL ELECTRONICS; AN INTEGRATED SECONDARY-POST SECONDARY

CURRICULUM GUIDE (TENTATIVE).

UTAH STATE BOARD FOR VOCATIONAL EDUCATION, SALT LAKE CITY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - AUG71 258P.

DESCRIPTORS - *ELECTRICITY; *ELECTRONICS; *TECHNICAL EDUCATION; *CURRICULUM GUIDES; *ELECTRICAL OCCUPATIONS
IDENTIFIERS - *UTAH

ABSTRACT - DEVELOPED IN SUMMER WORKSHOPS, THIS STATE CURRICULUM GUIDE SEEKS TO PROVIDE ARTICULATION BETWEEN SECONDARY AND POSTSECONDARY VOCATIONAL SCHOOLS IN UTAH. ELEVEN UNITS OF STUDY IN DIRECT CURRENT ELECTRICITY INCLUDE BEHAVIORAL OBJECTIVES, TEST QUESTIONS, AND LABORATORY ACTIVITIES FOR: (1) AN INTRODUCTION, (2) MATHEMATICS, (3) PHYSICS, (4) BASIC TERMS, (5) MEASURING INSTRUMENTS, (6) LAWS, (7) CIRCUIT ANALYSIS, (8) MAGNETISM, (9) METER MOVEMENTS, (10) INDUCTANCE, AND (11) CAPACITANCE. EIGHT UNITS OF STUDY IN ALTERNATING CURRENT ELECTRICITY INCLUDE BEHAVIORAL OBJECTIVES AND TEST QUESTIONS FOR: (1) AN INTRODUCTION, (2) VECTORS, (3) INDUCTIVE REACTANCE AND IMPEDANCE, (4) CAPACITIVE REACTANCE AND IMPEDANCE, (5) SERIES COMBINATIONS, (6) PARALLEL COMBINATIONS, (7) A-C CIRCUIT AND ANALYSIS, AND (8) TRANSFORMER THEORY AND APPLICATION. (MU)

VT 100 637
VOCATIONAL INDUSTRIAL CLUBS OF AMERICA; HANDBOOK.

UTAH STATE BOARD FOR VOCATIONAL EDUCATION, SALT LAKE CITY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL73 194P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *YOUTH CLUBS; *STUDENT ORGANIZATIONS; PERSONAL GROWTH; *VOCATIONAL DEVELOPMENT; *SOCIAL DEVELOPMENT
IDENTIFIERS - *VOCATIONAL INDUSTRIAL CLUBS OF AMERICA; VICA; UTAH

ABSTRACT - THIS STATE HANDBOOK IS DESIGNED TO GIVE TEACHERS AND STUDENTS IN UTAH'S TRADE AND INDUSTRIAL EDUCATION CLASSES A GUIDE FOR CONDUCTING VOCATIONAL INDUSTRIAL CLUBS OF AMERICA (VICA) MEETINGS AND ACTIVITIES. THE MATERIALS FOR A WELL-ORGANIZED AND FUNCTIONAL CLUB INCLUDE: (1) INFORMATION ABOUT THE UTAH CLUBS, (2) INFORMATION ABOUT THE CLUB SYMBOLISM, GOALS, AND OFFICER DUTIES, (3) STRUCTURE AND OPERATION OF A CLUB, AND (4) PROGRAMS AND SUGGESTED ACTIVITIES. AN APPENDIX CONTAINS AN ADVISOR'S GUIDE, INSTALLATION CEREMONY AND CONSTITUTION, RULES FOR CLUB CONTESTS, A COURSE OF STUDY, AND REFERENCE MATERIALS. (MU)

VT 100 644
INDUSTRIAL EDUCATION SAFETY GUIDE. RECOMMENDATIONS AND UTAH OCCUPATIONAL SAFETY AND HEALTH ACT (UOSHA) STANDARDS.

UTAH STATE BOARD FOR VOCATIONAL EDUCATION, SALT LAKE CITY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 74 176P.

DESCRIPTORS - *SAFETY; *SAFETY EDUCATION; *INDUSTRIAL EDUCATION; *STANDARDS; SAFETY EQUIPMENT; SCHOOL SAFETY; ACCIDENT PREVENTION
IDENTIFIERS - *UTAH OCCUPATIONAL SAFETY AND HEALTH ACT; UOSHA

ABSTRACT - THE GUIDE CONTAINS AN ABRIDGMENT OF SELECTED UTAH OCCUPATIONAL SAFETY AND HEALTH ACT (UOSHA) STANDARDS WITH RECOMMENDATIONS FOR USE IN INDUSTRIAL EDUCATION CLASSES. IT SHOULD ASSIST INDUSTRIAL EDUCATION INSTRUCTORS, SUPERVISORS, AND ADMINISTRATORS TO ORGANIZE, EVALUATE, AND MAINTAIN APPROPRIATE SAFETY PROGRAMS. TOPICS WHICH ARE COVERED INCLUDE: (1) LEGISLATION, (2) LEVELS OF RESPONSIBILITY, (3) LIABILITY, (4) NEGLIGENCE, (5) SAFETY PROGRAM, (6) SAFETY AND HEALTH INSPECTIONS, (7) UOSHA STANDARDS AND SAFETY RECOMMENDATIONS, (8) SAMPLE RECORDS

AND FORMS, AND (9) EMPLOYMENT OF MINORS. AN EXTENDED APPENDIX CONTAINS LEGISLATIVE ACTS, LISTS OF RESOURCES, REPORT FORMS, SAFETY CHARTS, AND CHILD LABOR LAW PROVISIONS. (AUTHOR/MU)

VT 100 668
BUILDING CONSTRUCTION. AN INTEGRATED SECONDARY-POST SECONDARY CURRICULUM GUIDE AND TEST. (TENTATIVE).

UTAH STATE BOARD FOR VOCATIONAL EDUCATION, SALT LAKE CITY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 148P.

DESCRIPTORS - *STATE CURRICULUM GUIDES; *BUILDING TRADES; *TRADE AND INDUSTRIAL EDUCATION; *CONSTRUCTION (PROCESS); SECONDARY GRADES; POST SECONDARY EDUCATION; MASONRY; CARPENTERS
IDENTIFIERS - *UTAH

ABSTRACT - QUALITATIVE REQUIREMENTS FOR BUILDING CONSTRUCTION CLASSES ARE REFLECTED IN THIS STATE CURRICULUM GUIDE FOR USE IN UTAH SCHOOLS IN SECONDARY AND POSTSECONDARY GRADES. IT IS DESIGNED SO THAT A STUDENT MAY BEGIN THE COURSE IN THE HIGH SCHOOL AND COMPLETE IT IN A POSTSECONDARY SCHOOL WITHOUT REPEATING MATERIAL ALREADY MASTERED. NINE UNITS CONTAINING OBJECTIVES, CONTENT, SUB-UNITS OF SUBJECT MATTER, AND TESTS COVER THE FOLLOWING AREAS: (1) ORIENTATION, (2) BLUEPRINTS, (3) SAFETY, (4) TOOLS, (5) CONCRETE AND FORMS, (6) BUILDING MATERIALS, (7) FLOORS, (8) ROOF FRAMING, AND (9) FINISHING. MANY WORKING DRAWINGS ILLUSTRATE THE SUBJECT MATTER. (AUTHOR/MU)

VT 100 670
WISCONSIN GUIDE TO LOCAL CURRICULUM IMPROVEMENT IN INDUSTRIAL EDUCATION, K-12.

WISCONSIN STATE DEPT. OF PUBLIC INSTRUCTION, MADISON.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
BULL-3541
PUB DATE - ND 31P.

DESCRIPTORS - *CURRICULUM GUIDES; *PROGRAM PLANNING; *INDUSTRIAL EDUCATION; SECONDARY GRADES; ELEMENTARY GRADES; CURRICULUM PLANNING; *CURRICULUM DEVELOPMENT
IDENTIFIERS - *WISCONSIN

ABSTRACT - DEVELOPED PRIMARILY TO ASSIST WISCONSIN SCHOOL PERSONNEL IN PLANNING COMPREHENSIVE INDUSTRIAL EDUCATION PROGRAMS, THIS GUIDE PRESENTS CURRICULUM IDEAS AND MATERIALS WHICH MAY BE ADAPTED AND USED IN DEVELOPING INDIVIDUALIZED OR INTEGRATED PROGRAMS IN GRADES K-12. SPECIFIC CONTENTS OF THE GUIDE INCLUDE, IN ADDITION TO AN INTRODUCTORY OVERVIEW, INFORMATION ON THE TOPICS: (1) WHY INDUSTRIAL EDUCATION, (2) WHAT IS INDUSTRY, (3) OBJECTIVES AND CONTENT ORGANIZERS, (4) USING THE GUIDE FOR LOCAL CURRICULUM PLANNING, DEVELOPMENT, AND REVIEW, (5) EXAMPLES OF SUB-OBJECTIVES AND ACTIVITIES, AND (6) PROVISIONS FOR LEARNERS TO INTERACT, MAKE JUDGMENTS, AND DRAW PERSONAL CONCLUSIONS. SUPPLEMENTARY REFERENCES AND A BIBLIOGRAPHY ARE PROVIDED IN ORDER TO GIVE FURTHER DIRECTION AND GUIDANCE. (SN)

VT 100 673
LEWIS, WILEY B.
ARMY PUBLICATIONS IDENTIFIED FOR THEIR POTENTIAL VALUE IN PUBLIC SCHOOL VOCATIONAL EDUCATION PROGRAMS. AN ANNOTATED BIBLIOGRAPHY.

VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG. DIV. OF VOCATIONAL-TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUN72 79P.

DESCRIPTORS - *ANNOTATED BIBLIOGRAPHIES; *ARMED FORCES; *PUBLICATIONS; *VOCATIONAL EDUCATION; MILITARY ORGANIZATION; INDEXES (LOCATERS)
IDENTIFIERS - *ARMY

ABSTRACT - THE ANNOTATED

BIBLIOGRAPHY AND INDEXES CONTAINED IN THIS PUBLICATION ARE THE RESULTS OF A RESEARCH EFFORT CONDUCTED IN AN EFFORT TO PROVIDE DATA WHICH MIGHT BE USED TO SUPPORT THE CONTENTION THAT ARMY MATERIALS CAN BE USED IN A BENEFICIAL MANNER BY PERSONS INVOLVED IN PUBLIC SCHOOL VOCATIONAL EDUCATION PROGRAMS. TO BEGIN WITH, FIFTY ARMY PUBLICATIONS WHOSE CONTENT WAS ADJUDGED TO BE MOST NEARLY CONGRUENT WITH CURRENT PUBLIC SCHOOL VOCATIONAL EDUCATION PROGRAM REQUIREMENTS WERE IDENTIFIED AND A MEASURE OF THEIR READABILITY CALCULATED FOR DETERMINING THE READING EASE INDEX. DETAILED EXPLANATIONS OF THE METHODOLOGY USED, THE ARMY PUBLICATIONS EXAMINED, AND THE CONCLUSIONS AND RECOMMENDATIONS REACHED ARE INCLUDED IN THE DOCUMENT IN ADDITION TO THE BIBLIOGRAPHY AND INDEXES ENTERED. (AUTHOR/SN)

VT 100 676
COLUCCI, LEONARD
AUTOBODY AND FENDER REPAIR.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
NEW JERSEY VOCATIONAL TECHNICAL CURRICULUM LABORATORY, BLDG. 4103, KILMER CAMPUS, RUTGERS UNIV., NEW BRUNSWICK, N.J. 08903 ($2.50)
PUB DATE - FEB74 199P.

DESCRIPTORS - *TECHNICAL EDUCATION; *AUTO BODY REPAIRMEN; *TRADE AND INDUSTRIAL EDUCATION; *MOTOR VEHICLES; AUTO MECHANICS (OCCUPATION); WELDING; SHEET METAL WORK; HAND TOOLS; MACHINE TOOLS

ABSTRACT - THIS STUDENT MANUAL PROVIDES A SUPPLEMENTARY TEXTBOOK FOR THE VOCATIONAL OR TECHNICAL EDUCATION STUDENT WHO IS ENROLLED IN AN AUTO REPAIR COURSE. A TOTAL OF 67 LESSONS ARE GROUPED INTO THE FOLLOWING SEVEN INSTRUCTIONAL UNITS: (1) BODY AND FRAME CONSTRUCTION, (2) TRIM AND HARDWARE, (3) HAND TOOLS, (4) METAL STRAIGHTENING TOOLS, (5) POWER TOOLS, (6) SHEET METAL DAMAGE REPAIR, AND (7) OXYACETYLENE WELDING. EACH LESSON NAMES ITS TOPIC AND INCLUDES THE OBJECTIVE, TEXTUAL INFORMATION, AND AN ASSIGNMENT IN THE FORM OF QUESTIONS DEALING WITH THE LESSON. A LINE DRAWING, ILLUSTRATING THE WORK OF THE LESSON, IS INCORPORATED INTO THE TEXT OF EACH LESSON. ACHIEVEMENT TESTS FOR EACH OF THE SEVEN UNITS ARE INCLUDED. (MU)

VT 100 677
LONG, MELVIN J.
CONCRETE CONSTRUCTION. A SYLLABUS.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
NEW JERSEY VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, BLDG. 4103, KILMER CAMPUS, RUTGERS UNIV., NEW BRUNSWICK, N.J. 08903 ($1.50)
PUB DATE - OCT73 43P.

DESCRIPTORS - *TECHNICAL EDUCATION; *CONSTRUCTION (PROCESS); *STRUCTURAL BUILDING SYSTEMS; *VOCATIONAL EDUCATION; *BUILDING DESIGN; DESIGN; BUILDING MATERIALS; ARCHITECTURAL ELEMENTS

ABSTRACT - FOR USE IN A 2-YEAR ASSOCIATE DEGREE CIVIL ENGINEERING PROGRAM IN A COMMUNITY COLLEGE OR TECHNICAL INSTITUTE, THIS 12-WEEK COURSE IS DEVOTED TO DESIGN AND ON-THE-JOB CONSTRUCTION PRACTICES IN THE FIELD OF REINFORCED CONCRETE STRUCTURES. BEHAVIORAL OBJECTIVES, A TOPICAL OUTLINE, METHODOLOGY (INCLUDING TEXTS AND REFERENCES), STUDENT REQUIREMENTS AND ACTIVITIES, A SET OF CRITERIA FOR THE FINAL GRADE, AND SIX DETAILED UNIT OUTLINES MAKE UP THE SYLLABUS. THE SIX UNITS COVER MATERIAL ON CONSTRUCTION MATERIALS, DESIGN THEORY, CODE REQUIREMENTS, SUPERSTRUCTURE AND SUBSTRUCTURE MEMBERS, AND FORMWORK. (MU)

VT 100 678
GERSHON, THEODORE J.
A HANDBOOK FOR EMPLOYMENT ORIENTATION TEACHERS OF SPECIAL NEEDS STUDENTS.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - OCT73 34P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *SPECIAL EDUCATION; *VOCATIONAL DEVELOPMENT; *PROGRAM DEVELOPMENT; MANUALS; *PROGRAM PLANNING
IDENTIFIERS - *NEW JERSEY

ABSTRACT - THE PROGRAM OF EMPLOYMENT ORIENTATION IN NEW JERSEY FOR STUDENTS WHO REQUIRE SPECIAL EDUCATION IS DESCRIBED. OBJECTIVES OF THE PROGRAM, A CLASSIFICATION OF THE VARIOUS SPECIAL EDUCATION STUDENTS, AND OPERATIONAL DEFINITIONS FOR THE STATE INTRODUCE THE MATERIAL. THE NATURE AND SPECIAL NEEDS OF HANDICAPPED STUDENTS ARE DISCUSSED AND PROBLEMS ASSOCIATED WITH TEACHING THE HANDICAPPED ARE CONSIDERED. CAREER DEVELOPMENT IN THE STATE BEGINS WITH THE TECHNOLOGY FOR CHILDREN PROGRAM LEADING TO THE INTRODUCTION TO VOCATIONS PROGRAM. A THIRD PHASE IS THE EMPLOYMENT ORIENTATION PROGRAM OF THIS HANDBOOK WHICH STRIVES FOR BASIC SKILLS APPLICABLE TO MANY AREAS OF EMPLOYMENT RATHER THAN SPECIAL JOB SKILLS. IN THIS EFFORT BOTH A SIMULATED WORK PROGRAM AND ONE OF BASIC SKILLS TRAINING ARE USED. ON THE SECONDARY LEVEL, VOCATIONAL PROGRAMS FOR SPECIAL NEEDS PUPILS INCLUDE SEPARATE CURRICULUMS, INTEGRATED CURRICULUMS, AND A COMBINATION OF EACH. (MU)

VT 100 690
MANUFACTURING CLUSTER GUIDE. VOCATIONAL EDUCATION/SPECIAL EDUCATION PROJECT.

CENTRAL MICHIGAN UNIV., MOUNT PLEASANT.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.; MICHIGAN STATE DEPT. OF EDUCATION, LANSING. VOCATIONAL EDUCATION AND CAREER DEVELOPMENT SERVICE.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 159P.

DESCRIPTORS - *TEACHING GUIDES; *VOCATIONAL EDUCATION; EXCEPTIONAL STUDENTS; INSTRUCTIONAL UNITS; *MACHINE TOOLS; MANUFACTURING; OCCUPATIONAL INFORMATION; DISADVANTAGED GROUPS; TASK ANALYSIS; *WELDING; *METAL WORKING OCCUPATIONS

ABSTRACT - THIS TEACHING GUIDE IS ONE OF A SERIES FOCUSING UPON THE PREPARATION OF PERSONS WITH SPECIAL EDUCATIONAL NEEDS. A TASK ANALYSIS DEFINES COMMON CLUSTERS OF TASKS IN THE FIELD OF MANUFACTURING WHICH INCLUDES THE FOLLOWING SUBCLUSTERS: (1) COMBINATION WELDING, (2) MACHINE TOOL PROCESSES, AND (3) SOFT MATERIALS PROCESSES. EACH SUBCLUSTER PRESENTS A NUMBER OF TASKS, AND AN INSTRUCTIONAL UNIT SUPPLIES THE TEACHER WITH A MULTI-PART TEACHING GUIDE FOR EACH TASK. A TASK SHEET FOR EACH STUDENT CARRIES A PROGRESS REPORT AND CONTAINS SKILLS TO BE GAINED, INSTRUCTIONAL AND REFERENCE MATERIALS, LANGUAGE KNOWLEDGE REQUIRED FOR THE TASK, AND SUGGESTIONS FOR DISCUSSION WITH THE STUDENT CONCERNED. A BIBLIOGRAPHY IS KEYED TO THE TEACHING GUIDE AND AN APPENDIX CONTAINS CODES FOR INTERPRETING THE VARIOUS NUMBERS FOUND IN THE TASK SHEETS. (MU)

VT 100 692
GRAPHICS AND COMMUNICATION MEDIA CLUSTER GUIDE. VOCATIONAL EDUCATION/SPECIAL EDUCATION PROJECT.

CENTRAL MICHIGAN UNIV., MOUNT PLEASANT.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.; MICHIGAN STATE DEPT. OF EDUCATION, LANSING.

VOCATIONAL EDUCATION AND CAREER DEVELOPMENT SERVICE.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 239P.

DESCRIPTORS - *TEACHING GUIDES; *VOCATIONAL EDUCATION; EXCEPTIONAL STUDENTS; INSTRUCTIONAL UNITS; *GRAPHIC ARTS; *DRAFTING; *PRINTING; DISADVANTAGED GROUPS; TASK ANALYSIS; PHOTOGRAPHY; OCCUPATIONAL INFORMATION

ABSTRACT - THIS TEACHING GUIDE IS ONE OF A SERIES FOCUSING UPON THE PREPARATION OF PERSONS WITH SPECIAL EDUCATIONAL NEEDS. A TASK ANALYSIS DEFINES COMMON CLUSTERS OF TASKS IN THE FIELD OF GRAPHICS AND COMMUNICATION MEDIA WHICH INCLUDES THE FOLLOWING SUBCLUSTERS: (1) BOOKBINDING, (2) SCREEN PRINTING, (3) OFFSET LITHOGRAPHY, (4) LETTERPRESS PRINTING, (5) COMMERCIAL PHOTOGRAPHY, AND (6) DRAFTING. EACH SUBCLUSTER PRESENTS A NUMBER OF TASKS, AND AN INSTRUCTIONAL UNIT SUPPLIES THE TEACHER WITH A MULTI-PART TEACHING GUIDE FOR EACH TASK. A TASK SHEET FOR EACH STUDENT CARRIES A PROGRESS REPORT AND CONTAINS SKILLS TO BE GAINED, INSTRUCTIONAL AND REFERENCE MATERIALS, LANGUAGE KNOWLEDGE REQUIRED FOR THE TASK, AND SUGGESTIONS FOR DISCUSSION WITH THE STUDENT CONCERNED. A BIBLIOGRAPHY IS KEYED TO THE TEACHING GUIDE AND AN APPENDIX CONTAINS CODES FOR INTERPRETING THE VARIOUS NUMBERS FOUND IN THE TASK SHEETS. (MU)

VT 100 696
AUTOMOTIVE AND POWER SERVICES CLUSTER GUIDE. VOCATIONAL EDUCATION/SPECIAL EDUCATION PROJECT.

CENTRAL MICHIGAN UNIV., MOUNT PLEASANT.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.; MICHIGAN STATE DEPT. OF EDUCATION, LANSING. VOCATIONAL EDUCATION AND CAREER DEVELOPMENT SERVICE.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 240P.

DESCRIPTORS - *TEACHING GUIDES; *VOCATIONAL EDUCATION; EXCEPTIONAL STUDENTS; INSTRUCTIONAL UNITS; *AUTO MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; *APPLIANCE REPAIRING; DISADVANTAGED GROUPS; TASK ANALYSIS; AIR CONDITIONING EQUIPMENT; OCCUPATIONAL INFORMATION

ABSTRACT - THIS TEACHING GUIDE IS ONE OF A SERIES FOCUSING UPON THE PREPARATION OF PERSONS WITH SPECIAL EDUCATIONAL NEEDS. A TASK ANALYSIS DEFINES COMMON CLUSTERS OF TASKS IN THE FIELD OF AUTOMOTIVE AND POWER SERVICE WHICH INCLUDES THE FOLLOWING SUBCLUSTERS: (1) AUTO MECHANICS, (2) AUTO BODY REPAIR, (3) SMALL ENGINE REPAIR, (4) APPLIANCE REPAIR, AND (5) AIR CONDITIONING. EACH SUBCLUSTER PRESENTS A NUMBER OF TASKS, AND AN INSTRUCTIONAL UNIT SUPPLIES THE TEACHER WITH A MULTI-PART TEACHING GUIDE FOR EACH TASK. A TASK SHEET FOR EACH STUDENT CARRIES A PROGRESS REPORT AND CONTAINS SKILLS TO BE GAINED, INSTRUCTIONAL AND REFERENCE MATERIALS, LANGUAGE KNOWLEDGE REQUIRED FOR THE TASK, AND SUGGESTIONS FOR DISCUSSION WITH THE STUDENT CONCERNED. A BIBLIOGRAPHY IS KEYED TO THE TEACHING GUIDE AND AN APPENDIX CONTAINS CODES FOR INTERPRETING THE VARIOUS NUMBERS FOUND IN THE TASK SHEETS. (MU)

VT 100 698
CONSTRUCTION CLUSTER GUIDE. VOCATIONAL EDUCATION/SPECIAL EDUCATION PROJECT.

CENTRAL MICHIGAN UNIV., MOUNT PLEASANT.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.; MICHIGAN STATE DEPT. OF EDUCATION, LANSING. VOCATIONAL EDUCATION AND CAREER DEVELOPMENT SERVICE.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 244P.

DESCRIPTORS - *TEACHING GUIDES; *VOCATIONAL EDUCATION; EXCEPTIONAL STUDENTS; INSTRUCTIONAL UNITS;

*CARPENTERS; *TRADE AND INDUSTRIAL EDUCATION; DISADVANTAGED GROUPS; TASK ANALYSIS; *CONSTRUCTION (PROCESS); BUILDING TRADES; CABINET MAKING; OCCUPATIONAL INFORMATION

ABSTRACT - THIS TEACHING GUIDE IS ONE OF A SERIES FOCUSING UPON THE PREPARATION OF PERSONS WITH SPECIAL EDUCATIONAL NEEDS. A TASK ANALYSIS DEFINES COMMON CLUSTERS OF TASKS IN THE FIELD OF CONSTRUCTION WHICH INCLUDES THE FOLLOWING SUBCLUSTERS: BUILDING MAINTENANCE, SERVICE, AND RESIDENTIAL CONSTRUCTION. EACH SUBCLUSTER PRESENTS A NUMBER OF TASKS, AND AN INSTRUCTIONAL UNIT SUPPLIES THE TEACHER WITH A MULTI-PART TEACHING GUIDE FOR EACH TASK. A TASK SHEET FOR EACH STUDENT CARRIES A PROGRESS REPORT AND CONTAINS SKILLS TO BE GAINED, INSTRUCTIONAL AND REFERENCE MATERIALS, LANGUAGE KNOWLEDGE REQUIRED FOR THE TASK, AND SUGGESTIONS FOR DISCUSSION WITH THE STUDENT CONCERNED. A BIBLIOGRAPHY IS KEYED TO THE TEACHING GUIDE AND AN APPENDIX CONTAINS CODES FOR INTERPRETING THE VARIOUS NUMBERS FOUND IN THE TASK SHEETS. (MU)

VT 100 700
PROGRAM GUIDE. VOCATIONAL EDUCATION/SPECIAL EDUCATION PROJECT.

CENTRAL MICHIGAN UNIV., MOUNT PLEASANT.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.; MICHIGAN STATE DEPT. OF EDUCATION, LANSING. VOCATIONAL EDUCATION AND CAREER DEVELOPMENT SERVICE.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 165P.

DESCRIPTORS - *SPECIAL EDUCATION; PHYSICALLY HANDICAPPED; MENTALLY HANDICAPPED; VOCATIONAL DEVELOPMENT; *PROGRAM GUIDES; *VOCATIONAL EDUCATION; *HANDICAPPED STUDENTS; PROGRAM DEVELOPMENT

ABSTRACT - FOCUSING UPON THE OCCUPATIONAL PREPARATION OF PERSONS WITH SPECIAL EDUCATIONAL NEEDS, THIS GUIDE IS INTENDED FOR ADMINISTRATORS AND TEACHERS OF STUDENTS WITH UNIQUE EDUCATIONAL PROBLEMS. THE DOCUMENT, CONTAINING THE BACKGROUND, PSYCHOLOGICAL, AND DESCRIPTIVE INFORMATION NEEDED FOR IMPLEMENTING A SERIES OF CAREER INFORMATION PROGRAMS, IS INTENDED TO AID IN THE PROCESS OF ADAPTING A PROGRAM OF VOCATIONAL EDUCATION TO THE SPECIAL NEEDS OF THE MENTALLY, EMOTIONALLY, AND PHYSICALLY IMPAIRED. CONTENTS INCLUDE UNITS ON CHILDREN WITH SPECIAL NEEDS; PROGRAM PLANNING, ORGANIZING, AND DEVELOPMENT; INSTRUCTIONAL MODULES; AND EMPLOYMENT TASK MODULES. (AUTHOR/MU)

VT 100 801
ALLEN, THOMAS R., JR., AND OTHERS
WEST VIRGINIA GUIDEBOOK. JOB PLACEMENT SERVICES.

WEST VIRGINIA STATE DEPT. OF EDUCATION, HUNTINGTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 74 39P.

DESCRIPTORS - *GUIDES; *PROGRAM DEVELOPMENT; *JOB PLACEMENT; *STUDENT PLACEMENT; *VOCATIONAL EDUCATION; EMPLOYMENT SERVICES; VOCATIONAL COUNSELING; OCCUPATIONAL GUIDANCE; ARTICULATION (PROGRAM)
IDENTIFIERS - *WEST VIRGINIA

ABSTRACT - DIVIDED INTO FOUR SECTIONS AND DIRECTED TO VOCATIONAL PERSONNEL AND COUNSELORS IN VOCATIONAL-TECHNICAL SCHOOLS, THIS MANUAL IS INTENDED TO SERVE AS A GUIDE FOR DESIGNING AND IMPLEMENTING JOB PLACEMENT PROGRAMS FOR GRADUATES OF VOCATIONAL PROGRAMS. INCLUDED IN ADDITION TO THE INTRODUCTION, ARE SECTIONS ON: (1) HOW TO ORGANIZE A PLACEMENT SERVICE, (2) MAJOR FUNCTIONS OF THE JOB PLACEMENT COORDINATOR, AND (3) INFORMATION ON APPLICANT TESTING. AS SUPPLEMENTS TO THE GUIDE, LABOR LAWS, SAMPLE INTEREST INVENTORIES, DATA SHEETS FOR INCLUSION IN PLACEMENT RECORDS, WORK SHEETS, APTITUDE AND ACHIEVEMENT TESTS, INTERVIEW GUIDELINES, CHECK SHEETS

OF FACTORS TO BE INCLUDED IN JOB PLACEMENT CENTERS, AND A LIST OF EXISTING PROGRAMS WHICH ARE DESIGNED TO ASSIST THE DISADVANTAGED OR HARD TO EMPLOY ARE GIVEN. (SN)

VT 100 820
MESSER, JOHN D.
CONSTRUCTION, SUPERVISION, AND INSPECTION. COURSE OF STUDY. AIR CONDITIONING, HEATING, AND VENTILATING.

CERRITOS COLL., NORWALK, CALIF.; CALIFORNIA COMMUNITY COLLEGES, SACRAMENTO. OFFICE OF THE CHANCELLOR.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 336P.

DESCRIPTORS - *AIR CONDITIONING; *AIR CONDITIONING EQUIPMENT; *VOCATIONAL EDUCATION; *CONSTRUCTION (PROCESS); *BUILDING TRADES; HEATING; VENTILATION; REFRIGERATION; SUPPLEMENTARY TEXTBOOKS; CURRICULUM GUIDES; TECHNICAL EDUCATION; INSPECTION

ABSTRACT - THIS DOCUMENT SUMMARIZES PROCEDURES AND TECHNIQUES IN THE PRACTICE OF AIR CONDITIONING, HEATING, AND VENTILATING INSPECTION. THE ROLE OF THE MECHANICAL INSPECTOR IS DEFINED IN RELATION TO HIS RESPONSIBILITIES AND RELATIONSHIPS WITH ARCHITECT, ENGINEER, AND BUILDING CONTRACTOR. IN 16 SECTIONS OF TEXT MATERIAL, DEFINITIONS, FUNCTIONS, TESTING PROCEDURES, AND SPECIFICATIONS ARE GIVEN FOR MANY COMPONENTS IN THE FIELD OF AIR CONDITIONING. THESE INCLUDE PIPING SYSTEMS, AIR MOVERS, BOILERS, HEAT EXCHANGERS, PUMPS, TEMPERATURE CONTROL SYSTEMS, VENTILATING SYSTEMS, AND INSTRUMENTATION. (MU)

VT 100 822
CURRICULUM AND INSTRUCTIONAL MATERIALS DEVELOPMENT. PROFILE. TEN STATE CONSORTIUM.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER. CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 30P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *EDUCATIONAL NEEDS; *CURRICULUM RESEARCH; *CURRICULUM PLANNING; *CURRICULUM DEVELOPMENT
IDENTIFIERS - *TEN STATE CONSORTIUM

ABSTRACT - THE DOCUMENT LISTS THE CURRICULUMS THAT ARE UNDER DEVELOPMENT, PLANNED FOR DEVELOPMENT, OR IDENTIFIED AS A NEED FOR THE STATES OF NORTH DAKOTA, SOUTH DAKOTA, NEBRASKA, KANSAS, MISSOURI, ARKANSAS, OKLAHOMA, TEXAS, COLORADO, AND NEW MEXICO. ARRANGED BY VOCATIONAL FIELD, EACH ENTRY PROVIDES THE FOLLOWING INFORMATION: (1) A TITLE AND DESCRIPTION OF THE COURSE, (2) THE NAME AND ADDRESS OF A PERSON TO REACH CONCERNING IT, (3) THE STATE OF ORIGIN OF THE PROJECT, AND (4) THE EXPECTED DATE OF COMPLETION. VOCATIONAL FIELDS INCLUDED ARE AGRICULTURE, DISTRIBUTIVE EDUCATION, HOME ECONOMICS, HEALTH EDUCATION, BUSINESS EDUCATION, TRADE AND INDUSTRY, AND CAREER EDUCATION. (MU)

VT 100 840
HILL, RICHARD K., ED.; WILLIAMS, WILLIAM R., ED.
BEHAVIORAL OBJECTIVES FOR SELECTED UNITS IN DRAFTING.

VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG. DIV. OF VOCATIONAL-TECHNICAL EDUCATION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.; VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
HARRY L. SMITH, PUBLIC INFORMATION AND PUBLICATIONS, STATE DEPARTMENT OF EDUCATION, RICHMOND, VA 23216 ($2.00)
PUB DATE - ND 52P.

DESCRIPTORS - PUBLICATIONS; *VOCATIONAL EDUCATION; *PROGRAM EFFECTIVENESS; PROGRAM EVALUATION;

EDUCATIONAL ASSESSMENT; EVALUATION CRITERIA; *BEHAVIORAL OBJECTIVES; *COURSE OBJECTIVES; *DRAFTING

ABSTRACT - THE OUTCOME OF AN EFFORT TO DEVELOP A MEANS OF ASSESSING THE EFFECTIVENESS OF LOCAL VOCATIONAL INSTRUCTIONAL PROGRAMS, THIS DOCUMENT IS ONE IN A SERIES OF PUBLICATIONS RESULTING FROM THE VOCATIONAL EVALUATION PROJECT. SPECIFICALLY, THIS BOOKLET CONTAINING BEHAVIORAL OBJECTIVES ORGANIZED BY UNITS OF INSTRUCTION IN THE AREA OF DRAFTING, WAS DEVELOPED BY A GROUP OF TEACHERS DURING WORKSHOPS CONDUCTED AT A UNIVERSITY IN VIRGINIA DURING THE SUMMER AND FALL OF 1972. INCLUDED IN EACH OF THE 22 UNITS PRESENTED ARE: (1) AN OUTLINE OF THE GENERAL CONTENT TO BE COVERED, (2) A GOAL STATEMENT, AND (3) GENERAL AND SPECIFIC OBJECTIVES. TO FACILITATE EASE IN USING THE DOCUMENT AS WELL AS TO FOSTER THE SKILL DEVELOPMENT OF EDUCATORS IN DESIGNING UNITS OF THEIR OWN, DIRECTIONS ARE GIVEN. (AUTHOR/SN)

VT 100 843
RAGAN, MARGO A., COMP.
BUCKS COUNTY TECHNICAL SCHOOL SENIOR PLACEMENT DIRECTORY.

BUCKS COUNTY TECHNICAL SCHOOL, FAIRLESS HILLS, PA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 74 45P.

DESCRIPTORS - *DIRECTORIES; *EMPLOYMENT OPPORTUNITIES; *EMPLOYERS; *JOB PLACEMENT; EMPLOYMENT INTERVIEWS; COLLEGES
IDENTIFIERS - *BUCKS COUNTY TECHNICAL SCHOOL

ABSTRACT - THIS DIRECTORY, PROVIDED FOR EACH GRADUATING SENIOR OF THE BUCKS COUNTY TECHNICAL SCHOOL, SUPPLIES A NUMBER OF JOB HUNTING TOOLS: SAMPLES OF APPLICATION LETTERS AND LETTERS OF INQUIRY, APPLICATION FORMS, PROPERLY FILLED OUT, AND A SUMMARY OF INFORMATION CONCERNING JOB INTERVIEWS. THE DIRECTORY CONTAINS LOCAL EMPLOYMENT OPPORTUNITIES GROUPED AS EMPLOYMENT AGENCIES, GOVERNMENT EMPLOYMENT, AND AN EXTENSIVE LIST OF LOCAL INDUSTRIES. LISTINGS OF UNION ORGANIZATIONS, ACCREDITED PRIVATE TRADE AND TECHNICAL SCHOOLS, AND PENNSYLVANIA COLLEGES ARE INCLUDED. (MU)

VT 100 845
PUNTURERI, THOMAS
HISTORY FOR AUTO-MECHANICS AND MACHINE-TRADES STUDENTS. A TEACHERS GUIDE. BEHAVIORAL OBJECTIVES. HISTORICAL RELATIONSHIP WITH AUTO MECHANICS AND MACHINE TRADES. INDIVIDUALIZED CURRICULUM.

WARREN COUNTY AREA VOCATIONAL-TECHNICAL SCHOOL, WASHINGTON, N.J.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
NEW JERSEY VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, BLDG. 4103-KILMER CAMPUS, RUTGERS UNIV., NEW BRUNSWICK, N.J. 08903 ($2.00)
PUB DATE - APR74 106P.

DESCRIPTORS - *UNITED STATES HISTORY; *HISTORY INSTRUCTION; *TEACHING GUIDES; *AUTO MECHANICS (OCCUPATION); *MACHINISTS; TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THIS TEACHING GUIDE PRESENTS 18 UNITS OF UNITED STATES HISTORY INSTRUCTION KEYED TO THE INTERESTS AND VIEWPOINTS OF THE STUDENTS IN AUTO MECHANICS AND MACHINE TRADES. THE MATERIAL IS DESIGNED TO PROVIDE THESE STUDENTS WITH AN INSIGHT INTO THEIR FIELD OF STUDY AND TO PREPARE THEM FOR ACTIVE PARTICIPATION IN OUR PLURALISTIC SOCIETY. THE GUIDE IS ORGANIZED INTO THREE SECTIONS: BEHAVIORAL OBJECTIVES, TEACHING TECHNIQUES, AND EVALUATION SHEETS WITH EACH SECTION COVERING THE SAME 18 UNITS. THE HISTORY CONTAINS MATERIAL ON SHOP HISTORY, AMERICAN INDUSTRIALIZATION, SOCIOLOGICAL DEVELOPMENT OF MAN, AMERICAN POLITICS, COMMUNISM, ECOLOGY, AND AMERICAN DEVELOPMENT AND SUPREMACY. (AUTHOR/MU)

VT 100 846
ICOT, DONALD
APPLIED MATHEMATICS-MACHINE SHOP. A TEACHERS GUIDE. BEHAVIORAL OBJECTIVES. INDIVIDUALIZED CURRICULUM.

WARREN COUNTY AREA VOCATIONAL-TECHNICAL SCHOOL, WASHINGTON, N.J.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
NEW JERSEY VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, BLDG. 4103-KILMER CAMPUS, RUTGERS UNIV., NEW BRUNSWICK, N.J. 08903 ($1.50)
PUB DATE - ND 95P.

DESCRIPTORS - *MATHEMATICS INSTRUCTION; *TRADE AND INDUSTRIAL EDUCATION; *INDIVIDUAL INSTRUCTION; *PRACTICAL MATHEMATICS; *MACHINISTS

ABSTRACT - DESIGNED FOR INDIVIDUAL INSTRUCTION, THIS TEACHING GUIDE IS AN OUTLINE OF PERFORMANCE ACHIEVEMENTS IN A STEP-BY-STEP LEARNING PROCESS OF APPLIED MATHEMATICS. THE 13 MATHEMATIC SKILLS TO BE PERFORMED IN PART I RANGE FROM NUMBERS THROUGH FRACTIONS, DECIMALS, AND PERCENTAGES. THE TEN SKILLS IN PART II CONTINUE THROUGH RATIO, SQUARE ROOT, GEOMETRIC FIGURES, AND A PRACTICAL APPLICATION OF TRIGONOMETRY. A PRETEST IS PROVIDED TO USE IN DETERMINING THE STARTING POINT IN THE COURSE FOR EACH STUDENT. (AUTHOR/MU)

VT 100 848
COMPO, LOUIS
MECHANICS: STATICS. A SYLLABUS.

UNION COUNTY TECHNICAL INST., SCOTCH PLAINS, N.J.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
NEW JERSEY VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, BLDG. 4103-KILMER CAMPUS, RUTGERS UNIV., NEW BRUNSWICK, N.J. 08903 ($1.50)
PUB DATE - MAR74 30P.

DESCRIPTORS - *ENGINEERING TECHNOLOGY; *ENGINEERING DRAWING; *TRADE AND INDUSTRIAL EDUCATION; *MECHANICS (PHYSICS); *CURRICULUM GUIDES

ABSTRACT - COVERING THE BASIC LAWS OF STATICS, THIS ENGINEERING FUNDAMENTALS COURSE DEALS MAINLY WITH THE DRAWING OF FREE-BODY DIAGRAMS AND THE WRITING AND SOLVING OF EQUATIONS OF EQUILIBRIUM. A TOPICAL OUTLINE INCLUDES THE PRINCIPLES OF MECHANICS, TWO-DIMENSIONAL EQUILIBRIUM, EQUILIBRIUM OF INTERNAL FORCES, FRICTION, AND CROSS-SECTIONAL CALCULATIONS. OBJECTIVES TO BE ACHIEVED WITHIN EACH TOPIC ARE OUTLINED AND PROVIDE EVALUATION CRITERIA FOR GRADING THE STUDENTS' WORK. A SAMPLE LESSON PLAN AND FINAL EXAMINATION ARE INCLUDED. (AUTHOR/MU)

VT 100 849
PIERSON, JOHN E.
ELEMENTARY ARC WELDING SKILLS.

MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, N.J.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
NEW JERSEY VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, BLDG. 4103-KILMER CAMPUS, RUTGERS UNIV., NEW BRUNSWICK, N.J. 08903 ($2.50)
PUB DATE - MAR74 134P.

DESCRIPTORS - *WELDING; *TRADE AND INDUSTRIAL EDUCATION; *WELDERS; *DEAF EDUCATION; *STUDY GUIDES

ABSTRACT - SPECIFICALLY PREPARED FOR TEACHING THE DEAF THE BEGINNING ARC WELDING SKILLS NECESSARY TO BECOME A WELDER, THIS STUDY GUIDE USES AN ELEMENTARY LEVEL OF LANGUAGE AND ILLUSTRATES EACH PARAGRAPH OF TEXTUAL MATERIAL WITH A LINE DRAWING THAT IDENTIFIES THE PARTS AND PROCESSES DESCRIBED IN THE TEXT. THE 14 LESSONS COVER SAFETY PRACTICES AND INSTRUCTIONS ON HOW TO HOLD THE EQUIPMENT AND HOW TO USE VARIOUS WELDS.

(AUTHOR/MU)

VT 100 850
MONTGOMERY, C.M.
ELECTRICAL DISCHARGE MACHINING.

BURLINGTON COUNTY VOCATIONAL-TECHNICAL SCHOOL, MOUNT HOLLY, N.J.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
NEW JERSEY VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, BLDG. 4103-KILMER CAMPUS, RUTGERS UNIV., NEW BRUNSWICK, N.J. 08903 ($2.00)
PUB DATE - NOV73 68P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *MACHINISTS; *METAL WORKING OCCUPATIONS; *MECHANICS (PROCESS)
IDENTIFIERS - *ELECTRICAL DISCHARGE MACHINING; EDM

ABSTRACT - THESE EIGHT UNITS OF INSTRUCTION CONCERN A SPECIALIZED PROCESS IN MACHINING METALS CALLED ELECTRICAL DISCHARGE MACHINING (EDM). EACH OF THE 36 LESSONS CONTAINS AN OBJECTIVE, INFORMATIVE MATERIAL, A VOCABULARY, AND AN ASSIGNMENT WITH AN ACHIEVEMENT TEST AT THE END OF THE LAST LESSON OF EACH UNIT. CONTENTS INCLUDE A DESCRIPTION OF THE PROCESS, BASIC COMPONENTS, OPERATING PROCEDURES, METHODS, AND MACHINING PARAMETERS. A VOCABULARY LIST IS INCLUDED. (MU)

VT 100 867
THOMAS, LEON; WAGNER, DENNIS
MANUFACTURING AND BUILDING CONSTRUCTION, AND OCCUPATIONS.

OMAHA PUBLIC SCHOOLS, NEBR. DEPT. OF VOCATIONAL EDUCATION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-71-4661(361)
PUB DATE - 04AUG72 27P.

DESCRIPTORS - *TEACHING GUIDES; INSTRUCTIONAL MATERIALS; CAREER EDUCATION; VOCATIONAL DEVELOPMENT; DISADVANTAGED YOUTH; ELEMENTARY GRADES; SECONDARY GRADES; *CAREERS; OCCUPATIONS; *MANUFACTURING; *CONSTRUCTION INDUSTRY; *BUILDING TRADES
IDENTIFIERS - OMAHA PUBLIC SCHOOLS

ABSTRACT - THIS TEACHING GUIDE IS ONE OF A SERIES AIMED AT PROVIDING DISADVANTAGED YOUTH WITH A MORE COMPREHENSIVE CAREER EDUCATION PROGRAM. SPECIFICALLY DEVELOPED FOR USE IN CREATING A DEEPER AWARENESS OF THE WORLD OF BUILDING CONSTRUCTION AND RELATED OCCUPATIONS, THE GUIDE CONTAINS GENERAL OBJECTIVES TO BE ATTAINED, AN OUTLINED OVERVIEW OF THE OPERATIONAL PROCEDURES OF THE CONSTRUCTION PROCESS, AND CAREERS AND OCCUPATIONS ASSOCIATED WITH EACH PROCEDURE. IN ADDITION, FOUR INSTRUCTIONAL UNITS ARE PRESENTED ON THE TOPICS: (1) MANUFACTURING, (2) PRODUCTS, (3) PRODUCTIONS, AND (4) WORKERS. (SN)

VT 100 879
HILL, RICHARD K., ED., AND OTHERS
BEHAVIORAL OBJECTIVES AND RELATED TEST ITEMS FOR SELECTED UNITS IN AUTOMOTIVE MECHANICS.

VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG. DIV. OF VOCATIONAL-TECHNICAL EDUCATION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.; VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
HARRY L. SMITH, PUBLIC INFORMATION AND PUBLICATIONS, STATE DEPT. OF EDUCATION, RICHMOND, VA. 23216 ($2.00)
PUB DATE - ND 185P.

DESCRIPTORS - *BEHAVIORAL OBJECTIVES; *UNITS OF STUDY (SUBJECT FIELDS); *VOCATIONAL EDUCATION; *AUTO MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; PROJECTS

ABSTRACT - THIS PUBLICATION IS ONE OF A SERIES RESULTING FROM THE VOCATIONAL EDUCATION EVALUATION PROJECT CONDUCTED DURING THE SUMMERS OF 1971-73. CONTAINED ARE BEHAVIORAL OBJECTIVES FOR VOCATIONAL AUTOMOTIVE MECHANICS

ORGANIZED BY UNITS OF INSTRUCTION AS LISTED IN THE CURRICULUM GUIDE FOR THE STATE OF VIRGINIA. INCLUDED IN EACH UNIT IS A SUGGESTED OUTLINE OF CONTENT, A GOAL STATEMENT, AND GENERAL AND SPECIFIC OBJECTIVES. (SN)

VT 100 909
RIO, JOHN J.
EXPLORATORY MACHINE SHOP. A TEACHERS MANUAL.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS-THE STATE UNIVERSITY, BLDG. 4103-KILMER CAMPUS, NEW BRUNSWICK, N.J.
PUB DATE - MAY73 67P.

DESCRIPTORS - MANUALS; *TEACHING GUIDES; GUIDES; *MACHINE TOOLS; *TRADE AND INDUSTRIAL EDUCATION; GRADE 9; *SCHOOL SHOPS

ABSTRACT - THIS TEACHER'S MANUAL WAS DESIGNED TO ASSIST IN THE FACILITATION OF INSTRUCTION IN A NINTH GRADE EXPLORATORY MACHINE SHOP COURSE. A COMPANION TO THE TEXTBOOK, "MACHINE TOOL OPERATION, PART ONE," THE GUIDE FOCUSES ON PROVIDING STUDENTS WITH THEORY AS WELL AS PRACTICAL EXPERIENCES IN THE USE OF BASIC TOOLS OF THE MACHINIST TRADE. SPECIFIC CONTENTS INCLUDE: (1) AN INTRODUCTION, (2) A PROGRAM PHILOSOPHY, (3) THE COURSE OBJECTIVES, (4) A COURSE DESCRIPTION, AND (5) A TOTAL OF 11 INSTRUCTIONAL UNITS COMPLETE WITH DIRECTIONS FOR IMPLEMENTATION. IN ADDITION, A GENERAL SAFETY TEST TO BE GIVEN TO PARTICIPATING STUDENTS IS PROVIDED. (SN)

VT 100 910
GREEN, WILLIAM E.
INTRODUCTION TO BOILER OPERATION. A FIRST-YEAR TEXT.

CAMDEN COUNTY VOCATIONAL AND TECHNICAL SCHOOL, SICKLERVILLE, N.J.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LAB., RUTGERS UNIVERSITY, BLDG. 4103 - KILMER CAMPUS, NEW BRUNSWICK, N.J. 08903. ($2.00 PLUS POSTAGE)
PUB DATE - JUL73 87P.

DESCRIPTORS - *FLUID POWER EDUCATION; *OPERATING ENGINEERING; *POWER MECHANICS; *SHOP CURRICULUM; *STUDY GUIDES; EQUIPMENT UTILIZATION; SECONDARY GRADES
IDENTIFIERS - *BOILERMEN

ABSTRACT - THIS MANUAL DEALS WITH BASIC BOILERROOM PIPING, VALVES, BOILER PARTS AND ATTACHMENTS, METERS, GAUGES, WATER TREATMENT, FUELS, AND COMBUSTION. THE INFORMATION WILL ENABLE THE BEGINNING STUDENT TO GAIN A WORKING KNOWLEDGE OF HOW A BOILER ROOM FUNCTIONS. UNITS INCLUDE ASSIGNMENTS AND QUESTIONS IN EACH LESSON AREA. (MF)

VT 100 911
VALIMONT, JAMES E.
PNEUMATIC PROCESS-CONTROL INSTRUMENTATION. A TEACHERS GUIDE.

SALEM COUNTY COMMUNITY COLL., PENNS GROVE, N.J.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LAB., RUTGERS UNIV., BLDG. 4103 - KILMER CAMPUS, NEW BRUNSWICK, N.J. 08903.
($2.00 PLUS POSTAGE)
PUB DATE - JUL73 47P.

DESCRIPTORS - *INSTRUMENTATION; *POWER MECHANICS; *TEACHING GUIDES; AIR FLOW; FEEDBACK; POST SECONDARY EDUCATION; PRESSURE

ABSTRACT - THIS MANUAL IS FOR CLASSROOM USE BY AN INSTRUCTOR, ALONG WITH A SET OF LINE DRAWINGS TO BE USED AS TRANSPARENCIES TO SIMPLIFY THE UNDERSTANDING OF PNEUMATIC INSTRUMENTS AND PROCESS CONTROL. THE DRAWINGS CORRESPOND TO THE TEXT AND MAY BE USED TO SHOW

SEVERAL COMPLETE SYSTEMS OR TO ANALYZE THE ELEMENTS WITHIN A SYSTEM. SECTION I CONTAINS BASIC DEFINITIONS AND DESCRIBES CONTROL-LOOP SYSTEMS. SECTION II PRESENTS AN ANALYSIS OF MECHANICAL PNEUMATIC INSTRUMENTS. SECTION III DESCRIBES ASSOCIATED INSTRUMENT ACCESSORIES AND TYPES OF FINAL CONTROL ELEMENTS. A GLOSSARY OF PNEUMATIC-INSTRUMENTATION TERMS AND DRAWINGS IS APPENDED. (MF)

VT 100 912
GREEN, CHARLES
BUILDING CONSTRUCTION: RELATED DRAWING. TEACHERS GUIDE: BEHAVIORAL OBJECTIVES, INDIVIDUALIZED CURRICULUM.

WARREN COUNTY AREA VOCATIONAL-TECHNICAL SCHOOL, WASHINGTON, N.J.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LABORATORY, RUTGERS UNIVERSITY, BLDG. 4103 - KILMER CAMPUS, NEW BRUNSWICK, N.J. 08903. ($1.00 PLUS POSTAGE)
PUB DATE - SEP73 20P.

DESCRIPTORS - *BLUEPRINTS; *BUILDING DESIGN; *CONSTRUCTION (PROCESS); *DRAFTING; *TEACHING GUIDES; CURRICULUM GUIDES; SECONDARY GRADES

ABSTRACT - THIS COURSE OUTLINE IS DESIGNED TO PREPARE A STUDENT TO READ BLUEPRINTS AND TO LEARN THE TECHNIQUES REQUIRED TO MAKE A SKETCH, CAPABILITIES NEEDED IN THE FIELD OF BUILDING CONSTRUCTION. THE OUTLINE IS PLANNED TO ALLOW THE STUDENT TO WORK AT HIS OWN RATE, WITH THE INSTRUCTOR PRESENT AS A SOURCE OF INFORMATION AND GUIDANCE. FOR EACH UNIT, SUGGESTED TEACHING ALTERNATIVES AND REFERENCES ARE PROVIDED. (MF)

VT 100 913
HINEK, FRANK
BUILDING CONSTRUCTION: RELATED SCIENCE. TEACHERS GUIDE: BEHAVIORAL OBJECTIVES, INDIVIDUALIZED CURRICULUM.

WARREN COUNTY AREA VOCATIONAL-TECHNICAL SCHOOL, WASHINGTON, N.J.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LAB., BLDG. 4103 - KILMER CAMPUS, RUTGERS UNIV., NEW BRUNSWICK, N.J. 08903 ($1.00)
PUB DATE - APR73 18P.

DESCRIPTORS - *BUILDING MATERIALS; *CONSTRUCTION (PROCESS); *SCIENCE ACTIVITIES; *SHOP CURRICULUM; *TEACHING GUIDES; LABORATORY PROCEDURES; SECONDARY GRADES

ABSTRACT - THIS OUTLINE IS ONE OF A SERIES IN THE BUILDING CONSTRUCTION PROGRAM AND IS INTENDED TO INFORM THE STUDENT AS TO WHY THINGS HE USES IN HIS FIELD WORK THE WAY THEY DO AND TO ANTICIPATE HOW THEY WILL WORK IN ACTUAL PRACTICE. UPON COMPLETION OF THE COURSE THE STUDENT WILL KNOW THE PROPERTIES AND CHARACTERISTICS OF DIFFERENT MATERIALS USED IN THE BUILDING TRADE, KNOW THE SAFE USE OF VARIOUS DANGEROUS AND TOXIC CHEMICALS USED IN THE TRADE, UNDERSTAND THE PRINCIPLES OF PERFORMANCE IN THE FIELD, AND EXERCISE ACCEPTABLE ATTITUDES AND WORK ETHICS. THE COURSE IS CORE-ORIENTED, WITH EMPHASIS ON DOING. THE FIRST TWO COURSE UNITS ORIENT THE STUDENT TO THE FACILITIES AND ACQUAINT HIM WITH PROCEDURES. THE REMAINING 15 UNITS INVOLVE LABORATORY ASSIGNMENTS. (MF)

VT 100 914
CHAMBERS, ROBERT N.
BLUEPRINT READING AND SKETCHING FOR GLASS TECHNOLOGY.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS-THE STATE UNIVERSITY, BLDG. 4103-KILMER CAMPUS, NEW BRUNSWICK, N.J.

PUB DATE - SEP73 112P.

DESCRIPTORS - *GEOMETRY; *TECHNICAL EDUCATION; *BLUEPRINTS; *INDUSTRIAL TECHNOLOGY; *GLASS; DESIGN; COMMUNITY COLLEGES; TECHNICAL INSTITUTES; ENGINEERING TECHNICIANS; MECHANICAL DESIGN TECHNICIANS

ABSTRACT - THIS MANUAL FOR CLASSES IN COMMUNITY COLLEGES AND TECHNICAL INSTITUTES IS DESIGNED FOR THE GLASS STUDENT WHO HAS HAD LITTLE OR NO EXPERIENCE IN READING OR INTERPRETING MECHANICAL GLASS BLUEPRINTS AND SKETCHES. THE COURSE OBJECTIVES ARE A BASIC UNDERSTANDING OF APPLIED GEOMETRY AND ORTHOGRAPHIC PROJECTION; A SKILL IN ORTHOGRAPHIC, ISOMETRIC, AND OBLIQUE SKETCHING AND DRAWING; AND THE GLASS TERMINOLOGY AND SHOP PRACTICES THAT WILL TEST THE STUDENT'S ABILITY TO READ AND UNDERSTAND GLASS SHOP DRAWINGS. TOPICS COVERED IN THE MANUAL INCLUDE: (1) FUNDAMENTALS OF SKETCHING, (2) SKETCHING TECHNIQUES AND GEOMETRIC FORM, (3) DIMENSIONING, (4) ORTHOGRAPHIC SKETCHING, (5) OBLIQUE SKETCHING, AND (6) ISOMETRIC SKETCHING. NUMEROUS WORKING DIAGRAMS, WORK SHEETS, AND ASSIGNMENTS ARE INCLUDED. THE APPENDIX CONTAINS 18 TABLES AND DRAWINGS. (AUTHOR/MU)

VT 100 916
BOOKS FOR AUTOMOBILE MECHANICS PROGRAMS.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK, N.D.
PUB DATE - ND 4P.

DESCRIPTORS - *REFERENCE MATERIALS; *BOOKS; *PUBLICATIONS; *AUTO MECHANICS; TRADE AND INDUSTRIAL EDUCATION; *RESOURCE MATERIALS

ABSTRACT - THIS PUBLICATION CONTAINS A COMPREHENSIVE LISTING OF REFERENCES SOURCES WHICH MAY BE USED IN AUTOMOTIVE MECHANICS PROGRAMS. ENTERED ARE A TOTAL OF 72 BOOKS ON THE SUBJECT, ALL OF WHICH ARE LISTED IN ALPHABETICAL ORDER BY AUTHOR OR PUBLISHERS. (SN)

VT 100 917
MANKIN, DOROTHY S., AND OTHERS
BEAUTY CULTURE 1. TEACHERS GUIDE.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
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VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS-THE STATE UNIVERSITY, BLDG. 4103-KILMER CAMPUS, NEW BRUNSWICK, N.J.
PUB DATE - JUN73 501P.

DESCRIPTORS - *COSMETOLOGY; *COSMETOLOGISTS; *TRADE AND INDUSTRIAL EDUCATION; *SERVICE OCCUPATIONS; *SECONDARY GRADES; HYGIENE; MANUALS

ABSTRACT - DESIGNED FOR THE FIRST SEMESTER OF A 270 HOUR 4-SEMESTER COURSE OF STUDY IN COSMETOLOGY IN HIGH SCHOOLS, THIS COURSE OUTLINE IS INTENDED TO BE A COMPLETE GUIDE FOR THE TEACHER. IT CONTAINS LESSON PLANS, STUDENT ACTIVITIES, AND QUIZZES. A SUGGESTED WEEKLY PLAN BOOK COMBINES THEORY CLASSES, LABORATORY PRACTICE AND TESTS, 39 HANDOUT SHEETS, 107 TRANSPARENCY MASTERS, AND 17 TESTS AND ANSWER KEYS. A TOPICAL OUTLINE COVERS THE SHOP AND THE COSMETOLOGIST, STERILIZATION PRACTICES, SCALP AND HAIR APPLICATIONS, SHAMPOOING, HAIRSTYLING, MANICURING, AND HAIR PRESSING AND IRON CURLING. (AUTHOR/MU)

VT 101 001
CAREERS.

ADMIRAL PEARY AREA VOCATIONAL-TECHNICAL SCHOOL, EBENSBURG, PA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 21P.

DESCRIPTORS - *EDUCATIONAL

PROGRAMS; *CAREER EDUCATION; *CAREERS; VOCATIONAL EDUCATION; VOCATIONAL DEVELOPMENT; AREA VOCATIONAL SCHOOLS; PROGRAM DESCRIPTIONS; *PROGRAM CONTENT

ABSTRACT - THIS DOCUMENT PROVIDES AN OVERVIEW OF THE CAREER EDUCATION PROGRAM AT THE ADMIRAL PEARY AREA VOCATIONAL AND TECHNICAL SCHOOL. INCLUDED ARE A LISTING OF THE COURSE OFFERINGS, OBJECTIVES, AND SELECTION AND ADMISSION PROCEDURES. AMONG THE CAREER AREAS WHICH MAY BE PURSUED ARE: (1) THE AGRICULTURAL CAREERS, (2) THE AUTOMOTIVE CAREERS, (3) THE SERVICE CAREERS, (4) THE BUILDING CONSTRUCTION CAREERS, (5) THE METAL AND MATERIAL CAREERS, AND (6) CAREERS IN THE TECHNOLOGIES. (SN)

VT 101 004
SHIPP, ROBERT E.
DEVELOPING JOB SHEETS AND RELATED AIDS FOR INDIVIDUALIZED INSTRUCTION IN THE MACHINE SHOP.

SMYRNA HIGH SCHOOL, TENN.
TENNESSEE OCCUPATIONAL RESEARCH AND DEVELOPMENT COORDINATING UNIT, KNOXVILLE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 415P.

DESCRIPTORS - *SCHOOL SHOPS; HIGH SCHOOL STUDENTS; WORKSHEETS; *MACHINE TOOLS; HAND TOOLS; INSTRUMENTATION; *MECHANICAL SKILLS; SHOP CURRICULUM; *INSTRUCTIONAL MATERIALS; INDIVIDUALIZED INSTRUCTION; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE DOCUMENT CONSISTS OF JOB, ASSIGNMENT, OPERATION, AND INFORMATION SHEETS FOR INDIVIDUALIZED INSTRUCTION IN VOCATIONAL MACHINE SHOP AT SMYRNA HIGH SCHOOL UNDER A MINI-GRANT RESEARCH PROJECT OF THE TENNESSEE RESEARCH COORDINATING UNIT. ALL RELATED AID SHEETS ARE KEYED TO THE JOB SHEETS. NUMEROUS DRAWINGS OF HAND AND POWER TOOLS AND MACHINES, SPECIFICATIONS, AND PROCEDURES ACCOMPANY THE SHEETS. (MF)

VT 101 005
EVALUATION OF VOCATIONAL/TECHNICAL EDUCATION. INSTRUMENTS AND PROCEDURES.

AMERICAN VOCATIONAL ASSOCIATION, WASHINGTON, D.C. NATIONAL STUDY FOR ACCREDITATION OF VOCATIONAL/TECHNICAL EDUCATION.
BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-9-180489-4672(085)
PUB DATE - 30MAR73 132P.

DESCRIPTORS - GUIDELINES; *PROGRAM EVALUATION; *ACCREDITATION (INSTITUTIONS); *VOCATIONAL SCHOOLS; *MEASUREMENT INSTRUMENTS; *EVALUATION CRITERIA; SELF EVALUATION; EDUCATIONAL ACCOUNTABILITY; EDUCATIONAL OBJECTIVES

ABSTRACT - ACCREDITATION IN THE PAST HAS BEEN A FUNCTION LARGELY CONCERNED WITH THE ARTICULATION OF EDUCATION TO FACILITATE THE TRANSFER OF STUDENTS FROM ONE LEVEL OF EDUCATION TO ANOTHER AND BETWEEN INSTITUTIONS WITH SOME CONFIDENCE IN THE PRIOR PREPARATION RECEIVED. AS NO COMPARABLE FORCE HAS EXISTED FOR HOLDING EDUCATION ACCOUNTABLE FOR PREPARING STUDENTS FOR EMPLOYMENT, THIS STUDY WAS PREPARED TO DEVELOP EVALUATIVE CRITERIA AND GUIDELINES FOR STANDARDS AND PROCEDURES TO BE APPLIED TO VOCATIONAL/TECHNICAL EDUCATION AT ALL LEVELS REGARDLESS OF SETTING. MAJOR STEPS IN THE EVALUATIVE PROCESS ARE: (1) AN IN-DEPTH SELF-EVALUATION STUDY, (2) AN ON-SITE VERIFICATION OR AUDIT BY A QUALIFIED OUTSIDE TEAM, AND (3) A REVIEW BY AN INDEPENDENT THIRD GROUP. THIS APPROACH IS DESIGNED TO MEET THE NEEDS OF ACCREDITING AGENCIES TO EMPHASIZE THE IMPORTANCE OF DOCUMENTATION IN EVALUATION. THE INSTRUMENTS AND PROCEDURES ARE PRESENTED IN DETAIL. A GLOSSARY AND AN INDEX ARE PROVIDED. (MF)

VT 101 017

COOPER, ELMER L., AND OTHERS
STUDENT INJURY AND TEACHER LIABILITY. A SELF-INSTRUCTIONAL UNIT.

VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG. DIV. OF VOCATIONAL-TECHNICAL EDUCATION.
VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB-PM-20
PUB DATE - 74 50P.

DESCRIPTORS - *TEACHER RESPONSIBILITY; *VOCATIONAL EDUCATION TEACHERS; *LEGAL RESPONSIBILITY; *LEGAL PROBLEMS; *SCHOOL SAFETY; LAWS; AUTOINSTRUCTIONAL AIDS

ABSTRACT - TO INCREASE THE VOCATIONAL TEACHER'S AWARENESS IN MATTERS INVOLVING THE POSSIBILITY OF TORT, THIS SELF-INSTRUCTION UNIT PROVIDES THE GENERAL PRINCIPLES OF LAW GOVERNING TORT AND A NUMBER OF INSTANCES APPLICABLE TO VOCATIONAL EDUCATION TEACHERS. EXAMPLES OF STUDENT INJURY AND TEACHER LIABILITY ARE GIVEN IN NARRATIVE FORM USING A PROGRAMMED TEXT FORMAT FOR SELF STUDY. (AUTHOR/MU)

VT 101 030
ANDERSON, FLOYD L.
INDIVIDUALIZED, PERFORMANCE-BASED CURRICULUM AT THE MINNEAPOLIS AREA VOCATIONAL TECHNICAL INSTITUTE. INTERIM REPORT. INSTRUCTIONAL MATERIALS.

MINNEAPOLIS AREA VOCATIONAL TECHNICAL INST., MINN.
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 25JUN74 400P.

DESCRIPTORS - *CAREER EDUCATION; *VOCATIONAL DEVELOPMENT; *VOCATIONAL EDUCATION; *INSTRUCTIONAL MATERIALS; PROGRAM DESCRIPTIONS; *DEVELOPMENTAL PROGRAMS
IDENTIFIERS - *MINNEAPOLIS

ABSTRACT - THIS DOCUMENT CONTAINS BOTH AN INTERIM REPORT COVERING THE TIME PERIOD FROM JULY 1973 TO JUNE 1974 AND AN EXTENSIVE COLLECTION OF INSTRUCTIONAL MATERIALS GENERATED BY THE PROJECT TO DEVELOP CURRICULUM FOR NEW PROGRAMS OF VOCATIONAL TECHNICAL EDUCATION IN THE MINNEAPOLIS AREA. GOALS, PROCEDURES, ACCOMPLISHMENTS, EVALUATIONS, AND RECOMMENDATIONS ARE DESCRIBED FOR THE FIRST YEAR OF THE PROJECT. RECOMMENDATIONS CONCERN PROGRAM CONTINUATION, IMPROVEMENT, AND EXPANSION. APPENDED MATERIALS INCLUDE MODELS AND INSTRUMENTS USED IN THE PROJECT, TESTS USED IN VARIOUS PROGRAMS, QUESTIONNAIRES, EVALUATION INSTRUMENTS, AGENDAS AND MATERIALS FOR DISCUSSIONS IN ORIENTATION MEETINGS, AND A VARIETY OF INSTRUCTIONAL MATERIALS FOR HUMAN RELATIONS PROGRAMS AND COURSES IN TRADE AND INDUSTRIAL EDUCATION, FOOD SERVICE OCCUPATIONS AND AUTO MECHANICS PROGRAMS. (MU)

VT 101 040
RATLIFF, LINDSAY
CURRICULUM GUIDE FOR MACHINE TRADES PROGRAM.

COLUMBUS STATE INST., COLUMBUS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 65P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINE TOOL OPERATORS; *MACHINE TOOLS; *METAL WORKING OCCUPATIONS

ABSTRACT - THESE TEN MODULES OF INSTRUCTION FOR A MACHINE TRADES PROGRAM ARE INTRODUCED BY A DESCRIPTION OF THE MACHINE TRADES PROGRAM, ITS PHILOSOPHY, OBJECTIVES, PLAN OF INSTRUCTIONAL PROCEDURES, TEACHING AIDS, TESTING AND GRADING, SAFETY PRACTICES, AND CLASS RECORDS. THE TEN MODULES COVER INSTRUCTIONAL MATERIAL IN THE MACHINE TRADES CLASSIFIED AS BENCH WORK, DRILLING MACHINE WORK, ENGINE AND TURRET LATHE, POWER SAW, SHAPER WORK, MILLING MACHINE, PLANER WORK, GRINDER WORK, AND HEAT TREATING

WORK. EACH MODULE CONTAINS LISTINGS OF BASIC OPERATIONS, VARIOUS PROCESSES PECULIAR TO ITS TRADE TECHNOLOGY, AND PROGRESS CHART HEADINGS. (MU)

VT 101 042
EXEMPLARY ENGLISH/LANGUAGE ARTS CURRICULUM DEVELOPMENT PROGRAM FOR VOCATIONAL-TECHNICAL EDUCATION STUDENTS. IMPLEMENTATION PHASE II. REPORT. JUNE 30, 1972 THROUGH JUNE 30, 1973.

NESHAMINY SCHOOL DISTRICT, LANGHORNE, PA.
BUCKS COUNTY VOCATIONAL-TECHNICAL SCHOOL, DOYLESTOWN, PA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 350P.

DESCRIPTORS - *CAREER EDUCATION; *ENGLISH; *LANGUAGE ARTS; *VOCATIONAL EDUCATION; DEVELOPMENTAL PROJECTS
IDENTIFIERS - *NESHAMINY SCHOOL DISTRICT BUCKS COUNTY; PENNSYLVANIA

ABSTRACT - DESCRIBING AN EXEMPLARY PROGRAM IN THE NESHAMINY SENIOR HIGH SCHOOL OF BUCKS COUNTY, PENNSYLVANIA FOR THE TIME PERIOD FROM JUNE 30, 1970 THROUGH JUNE 30, 1973, THIS REPORT INCLUDES THE CURRICULUM INTEGRATING LANGUAGE ARTS AND OCCUPATIONAL INFORMATION FOR VOCATIONAL-TECHNICAL STUDENTS IN GRADES 11 AND 12, STUDENT EVALUATIONS, AND A SUMMARY OF THE 1972-1973 PROGRAM. AFTER TWO YEARS OF DEVELOPING AND IMPLEMENTING THIS VOCATIONAL-TECHNICAL PROGRAM, THE PARTICIPATING TEACHERS FEEL THAT GREAT STRIDES HAVE BEEN MADE TOWARD GIVING THE VOCATIONAL-TECHNICAL STUDENTS AN ENGLISH COURSE RELEVANT TO THEIR SPECIAL NEEDS WITHOUT ISOLATING THEM FROM THE REST OF THE SCHOOL. INCLUDED WITH THE REPORT ARE FIVE SEPARATELY BOUND SECTIONS: (1) A MID-YEAR REPORT, (2) TEACHING MATERIALS FOR GRADES 10, 11, AND 12 VOCATIONAL-TECHNICAL ENGLISH, (3) MODEL LEARNING PACKETS, (4) STUDENT EVALUATION TABLES, AND (5) EVALUATION FORMS. (AUTHOR/MU)

VT 101 045
RESEARCH IN MODERN MATHEMATICS AS APPLIED TO MACHINE TRADES. FINAL REPORT. MODERN MATHEMATICS AS APPLIED TO MACHINE TRADES. VOLUMES I AND II.

BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.; INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 700P.

DESCRIPTORS - *MATHEMATICAL APPLICATIONS; *MODERN MATHEMATICS; *MACHINE TOOL OPERATORS; *TRADE AND INDUSTRIAL EDUCATION; TEXTBOOKS

ABSTRACT - THIS DOCUMENT CONTAINS A REPORT OF A PROJECT TO DEVELOP RELATED MATHEMATICS MATERIALS FOR THE MACHINE TRADES USING MODERN TERMINOLOGY AND APPROACH. GOALS OF THE PROJECT WERE ESTABLISHED, BASIC OPERATIONS IN THE MACHINE TRADES WERE IDENTIFIED, AND TECHNICAL INFORMATION SHEETS FORMALIZED. THE BULK OF THE DOCUMENT IS THE RESULT OF THE RESEARCH IN THE 2-VOLUME TEXTBOOK, "MODERN MATHEMATICS AS APPLIED TO THE MACHINE TRADES." IN EACH OF THE TWO VOLUMES 75 TECHNICAL INFORMATION SHEETS CONTAIN OBJECTIVES, TECHNICAL INFORMATION, EXERCISES, AND ANSWERS. VOLUME 1 IS DESIGNED FOR FIRST YEAR MACHINE TOOL TECHNOLOGY STUDENTS AND VOLUME 2 IS DESIGNED FOR STUDENTS IN THE SECOND YEAR. IT IS ADVISED THAT ALL TEACHERS PLANNING TO USE THE VOLUMES PARTICIPATE IN INSERVICE WORKSHOPS OR TAKE AT LEAST ONE CLASS EMPHASIZING MODERN MATHEMATICS. (AUTHOR/MU)

VT 101 055
COWAN, EARL, AND OTHERS
WELDING.

OKLAHOMA STATE BOARD FOR VOCATIONAL EDUCATION, STILLWATER. DIV. OF TECHNICAL EDUCATION.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
PUB DATE - 74 360P.

DESCRIPTORS - *STATE CURRICULUM GUIDES; *WELDING; *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; *METAL WORKING OCCUPATIONS
IDENTIFIERS - *OKLAHOMA

ABSTRACT - THIS CURRICULUM GUIDE IS DESIGNED TO PROVIDE A BASIC CORE OF WELDING INSTRUCTION FOR VOCATIONAL EDUCATION IN OKLAHOMA. THE GUIDE INCLUDES SIX AREAS OF SUBJECT MATTER PROVIDING TWO OR MORE UNITS OF INSTRUCTION IN EACH AREA. EACH UNIT IS BASED ON BEHAVIORAL OBJECTIVES TO PROVIDE DIRECTION TO THE TEACHING-LEARNING PROCESS AND CONTAINS SUGGESTED ACTIVITIES, INFORMATION SHEETS, TRANSPARENCY MASTERS, JOB SHEETS, AND ASSIGNMENT SHEETS. SUBJECT MATTER INCLUDES SAFETY PRACTICES, METALS, BASIC BLUEPRINT READING, AND OXYACETYLENE, ARC, AND GAS ARC WELDING. RELATED MATERIALS INCLUDE INFORMATION ON PARLIAMENTARY PROCEDURE, PUBLIC SPEAKING, LEADERSHIP, JOB APPLICATION, AND MEASUREMENTS USED IN THE INDUSTRY. (MU)

VT 101 056
AUTO MECHANICS WORKBOOK. PART 4.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPT. OF EDUCATION, BUSINESS SERVICE SECTION, TEXTBOOK AND PUBLICATION SALES, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 73 167P.

DESCRIPTORS - *WORKBOOKS; *AUTO MECHANICS; *APPRENTICESHIPS; ON THE JOB TRAINING; *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS

ABSTRACT - WRITTEN FOR A 4-YEAR APPRENTICESHIP TRAINING PROGRAM, THIS WORKBOOK PROVIDES CURRENT, ACCURATE INFORMATION NEEDED TO MEET THE TECHNICAL DEMANDS OF THE AUTO MECHANICS TRADE. FOR EACH TOPIC COVERED IN THE MANUAL, A LIST OF STUDY ASSIGNMENTS IS FOLLOWED BY A STUDY GUIDE, REQUIRING SHORT COMPLETION ANSWERS FROM THE STUDENT. AN ASSIGNMENT CHECKLIST IS PROVIDED WITH THE TABLE OF CONTENTS TO GIVE AN ACCURATE RECORD OF THE WORK COMPLETED AND TO AVOID DUPLICATION OF TRAINING. (KH)

VT 101 062
FLOOR COVERING. PART I. RESILIENT COVERINGS. WORKBOOK. (REVISED EDITION).

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPT. OF EDUCATION, BUSINESS SERVICE SECTION, TEXTBOOK AND PUBLICATION SALES, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 73 309P.

DESCRIPTORS - *ARCHITECTURAL ELEMENTS; *FLOOR LAYERS; *FLOORING; *WORKBOOKS; *TRADE AND INDUSTRIAL EDUCATION; BUILDING TRADES; SUPPLEMENTARY TEXTBOOKS; CONSTRUCTION (PROCESS)

ABSTRACT - THIS COURSE OUTLINE PROVIDES INSTRUCTORS OF APPRENTICESHIP PROGRAMS WITH TEN UNITS OF INFORMATION ABOUT RESILIENT FLOOR COVERINGS. OVER 50 TOPICS ARE INCLUDED, EACH CONTAINING SUBJECT MATTER INFORMATION AND A STUDY GUIDE WHICH CAN BE USED AS A WORKBOOK. MANY WORKING DRAWINGS ILLUSTRATE THE SUBJECT MATTER WHICH CONTAINS INFORMATION ON THE TRADE, BLUEPRINT READING, RELATED MATHEMATICS, SURFACE PREPARATION, TILE INSTALLATION, COVING SHEET GOODS, AND REPAIR AND MAINTENANCE. A GLOSSARY OF TERMS IS INCLUDED. (MU)

VT 101 201
DIEHL, DONALD W.; PENNER, WAYMAN R.
COMMERCIAL CARPENTRY. INSTRUCTIONAL UNITS.

ASSOCIATED GENERAL CONTRACTORS OF AMERICA, WASHINGTON, D.C.; OKLAHOMA STATE DEPT. OF VOCATIONAL AND

TECHNICAL EDUCATION, STILLWATER. CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER.
MF AVAILABLE IN VT-ERIC SET.
OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER, 1515 W. SIXTH AVENUE, STILLWATER, OK 74074 ($20.00)
PUB DATE - 74 1169P.

DESCRIPTORS - *SHOP CURRICULUM; *CONSTRUCTION (PROCESS); *WOODWORKING; *CARPENTERS; *INSTRUCTIONAL MATERIALS; UNIT PLAN; HAND TOOLS; MACHINE TOOLS; BLUEPRINTS; FINISHING

ABSTRACT - AS A COOPERATIVE PROJECT, THE ASSOCIATED GENERAL CONTRACTORS OF AMERICA AND THE OKLAHOMA CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER PREPARED A COURSE OF INSTRUCTION DESIGNED FOR TRAINING THE CARPENTER WHO WILL MAKE HIS CAREER IN INDUSTRIAL AND COMMERCIAL CONSTRUCTION. THE MANUAL IS THE PRODUCT OF COORDINATION BETWEEN VOCATIONAL-TECHNICAL EDUCATORS AND GENERAL CONTRACTORS WHO ACTUALLY WORK IN CONSTRUCTION. THE COMMERCIAL CARPENTER CURRICULUM DESCRIBED INCLUDES 11 SECTIONS, EACH WITH ONE OR MORE UNITS OF INSTRUCTION. EACH UNIT PRESENTS BEHAVIORAL OBJECTIVES, SUGGESTED ACTIVITIES FOR TEACHER AND STUDENTS, INFORMATION SHEETS, ASSIGNMENT SHEETS, JOB SHEETS, VISUAL AIDS, TESTS, AND ANSWERS TO THE TESTS. THE SECTIONS OF THE MANUAL ARE INTRODUCTION, LEADERSHIP, RELATED INFORMATION, TOOLS, BLUEPRINT READING, SITE, FORMING, FRAMING, EXTERIOR FINISH, INTERIOR WALL FINISH, AND INTERIOR TRIM. (MF)

VT 101 210
MENSCH, JOHN A.
OCCUPATIONAL WORK ADJUSTMENT PROGRAM. COURSE OF STUDY.

TALLMADGE HIGH SCHOOL, KENT, OHIO. OHIO STATE DEPT. OF EDUCATION, COLUMBUS. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
DISTRIBUTIVE EDUCATION MATERIALS LAB., OHIO STATE UNIV., 1885 NEIL AVENUE, 115 TOWNSHEND HALL, COLUMBUS, OHIO 43210
PUB DATE - ND 100P.

DESCRIPTORS - *CURRICULUM GUIDES; PROGRAM GUIDES; *UNITS OF STUDY (SUBJECT FIELDS); *INSTRUCTOR COORDINATORS; *WORK STUDY PROGRAMS; CLASSROOM MATERIALS; *TEACHING MODELS

ABSTRACT - DEVELOPED AS A WORKING MODEL FOR USE BY OCCUPATIONAL WORK ADJUSTMENT TEACHER-COORDINATORS, THIS COURSE OF STUDY CONTAINS CURRICULUM MATERIALS WHICH CAN BE VARIED TO MEET THE NEEDS OF THE CLASS. BEGINNING WITH A GENERAL DESCRIPTION OF THE PROGRAM FOR 14 AND 15 YEAR OLDS WHO ARE ALIENATED FROM FORMAL SCHOOLING, THE GUIDE OFFERS SAMPLE DAILY SCHEDULES FOLLOWED BY 22 DETAILED UNIT LESSON PLANS, EACH DEALING WITH EMPLOYMENT-RELATED SUBJECTS. OTHER FORMS APPLY TO THE STUDENTS' PART-TIME WORK EXPERIENCE AND INCLUDE SAMPLES OF EMPLOYER RATING SHEETS, DAILY LOGS, AND LISTS OF WORK STATIONS. (KH)

VT 101 214
OCCUPATIONAL WORK ADJUSTMENT. CURRICULUM OUTLINE.

OHIO STATE UNIV., COLUMBUS. DISTRIBUTIVE EDUCATION MATERIALS LAB.
MF AVAILABLE IN VT-ERIC SET.
DISTRIBUTIVE EDUCATION MATERIALS LAB., OHIO STATE UNIV., 1885 NEIL AVENUE, 115 TOWNSHEND HALL, COLUMBUS, OHIO 43210.
PUB DATE - ND 537P.

DESCRIPTORS - *CURRICULUM GUIDES; INSTRUCTOR COORDINATORS; *TEACHING GUIDES; LESSON PLANS; *INSTRUCTIONAL MATERIALS; *LEARNING ACTIVITIES; *VOCATIONAL ADJUSTMENT

ABSTRACT - THIS CURRICULUM OUTLINE FOR OCCUPATIONAL WORK ADJUSTMENT TEACHER-COORDINATORS PROVIDES AN ASSORTMENT OF LESSON PLANS AND

INSTRUCTIONAL MATERIALS DEALING WITH VOCATIONALLY ORIENTED TOPICS. EMPHASIS IS PLACED ON MAINTAINING A NON-THREATENING ACADEMIC ATMOSPHERE AND PROVIDING PERTINENT INFORMATION GEARED TO THE STUDENT'S CURRENT ABILITY LEVEL. THE GUIDE CONTAINS DIAGNOSTIC ACTIVITIES AND SUGGESTIONS FOR IMPROVING ACADEMIC SKILLS AS WELL AS BASIC PRE-EMPLOYMENT INFORMATION. LESSON PLANS REFER TO GAMES, SAMPLE TRANSPARENCIES, WORKSHEETS, AND CHARTS EASILY LOCATED IN THE MANUAL. (KH)

VT 101 217
OCCUPATIONAL WORK ADJUSTMENT. VOCATIONAL ORIENTATION.

BOWLING GREEN STATE UNIV., OHIO.
MF AVAILABLE IN VT-ERIC SET.
DISTRIBUTIVE EDUCATION MATERIALS LAB., OHIO STATE UNIV., 1885 NEIL AVENUE, 115 TOWNSHEND HALL, COLUMBUS, OHIO 43210.
PUB DATE - ND 164P.

DESCRIPTORS - *GOAL ORIENTATION; *INSTRUCTIONAL MATERIALS; CAREER EDUCATION; CURRICULUM GUIDES; LESSON PLANS; *TEACHING GUIDES; *UNIT PLAN; *VOCATIONAL ADJUSTMENT

ABSTRACT - THIS CURRICULUM GUIDE IS A SERIES OF SELF-CONTAINED READY-TO-TEACH UNITS ON VOCATIONAL ORIENTATION FOR CLASSROOM USE BY OCCUPATIONAL WORK ADJUSTMENT TEACHER-COORDINATORS. EACH UNIT TEACHING PLAN IS PRECEDED BY AN INTRODUCTION CONTAINING BASIC BEHAVIORAL OBJECTIVES, REFERENCE LISTS, AND METHODS OF EVALUATION. THE LESSON PLAN OF SUGGESTED CONTENT AND METHODOLOGY REFERS TO SAMPLE HANDOUTS, PRE- AND POSTTESTS, TRANSPARENCY MASTERS AND SOURCES OF ADDITIONAL INFORMATION CONCERNING THE UNIT, ALL OF WHICH ARE INCLUDED IN THE GUIDE. GOOD GROOMING, CAREER EXPLORATION, PRE-EMPLOYMENT ACTIVITIES, AND JOB SAFETY ARE SOME OF THE TOPICAL AREAS COVERED BY THE UNITS. (KH)

VT 101 226
TEACHING MATERIALS FOR GENERAL RELATED LESSONS IN INDUSTRIAL COOPERATIVE TRAINING.

VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG. DEPT. OF EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
BULL-6
PUB DATE - MAR70 87P.

DESCRIPTORS - COOPERATIVE PROGRAMS; *INDUSTRIAL TRAINING; *RESOURCE GUIDES; RESOURCE MATERIALS; *CLASSROOM MATERIALS; *COOPERATIVE EDUCATION; AUDIOVISUAL AIDS

ABSTRACT - THIS RESOURCE GUIDE WAS DEVELOPED AS AN AID FOR TEACHERS OF RELATED CLASSROOM COURSES IN INDUSTRIAL COOPERATIVE TRAINING PROGRAMS. ARRANGED BY LESSON IN CONJUNCTION WITH A RELATED TEACHING GUIDE, THE MATERIALS, INCLUDING BOOKS, FILMS, FILMSTRIPS, TRANSPARENCIES AND LISTENING TAPES, ARE GEARED FOR HIGH SCHOOL STUDENTS PREPARING FOR ENTRY LEVEL EMPLOYMENT IN INDUSTRIAL, TECHNICAL, AND HEALTH AREAS. SOURCE ADDRESSES ALONG WITH OTHER RELEVANT INFORMATION ARE PROVIDED TO FACILITATE LOCATING THE MATERIALS. (KH)

VT 101 227
INSTRUCTIONAL GUIDE FOR COSMETOLOGY.

VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG. DEPT. OF EDUCATION.
VIRGINIA STATE DEPT. OF EDUCATION. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - OCT72 481P.

DESCRIPTORS - *COSMETOLOGY; *TRADE AND INDUSTRIAL EDUCATION; *STATE CURRICULUM GUIDES; *TEACHING GUIDES; COSMETOLOGISTS
IDENTIFIERS - VIRGINIA

ABSTRACT - THIS VIRGINIA STATE CURRICULUM GUIDE COMPRISES 12 UNITS OF INSTRUCTION COVERING THE MATERIAL NEEDED TO PREPARE COSMETOLOGY CANDIDATES FOR LICENSURE IN THE STATE. DESIGNED

FOR A 3-YEAR COURSE OF STUDY IN THE SECONDARY SCHOOLS, A 5-COLUMN TEACHING GUIDE PRESENTS THE UNIT TITLE, THE CONCEPTS TO BE TAUGHT, THE TEACHER PRESENTATION, STUDENT ACTIVITY, AND TEACHING AIDS. A SUMMARY OUTLINE SUGGESTS THE NEEDED TIME IN EACH YEAR OF THE COURSE FOR EACH UNIT TO BE TAUGHT. THE UNIT TITLES INCLUDE THE FOLLOWING: (1) CARE OF THE HANDS AND FEET, (2) CARE OF THE SKIN AND SCALP, (3) HAIRCOLORING, (4) HAIR PIECES, (5) HAIR SHAPING, (6) HAIR STRAIGHTENING, (7) HAIR STYLING, (8) IMAGE DEVELOPMENT, (9) PERMANENT WAVING, (10) PROFESSIONAL MAKEUP, (11) SALON MANAGEMENT, AND (12) SHAMPOOING AND COLORLESS RINSING. (MU)

VT 101 232
INSTRUCTIONAL GUIDE FOR AUTOBODY REPAIR.

VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG. DEPT. OF EDUCATION.
VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - APR73 140P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STATE CURRICULUM GUIDES; *TEACHING GUIDES; *AUTO BODY REPAIRMEN; MOTOR VEHICLES; *REPAIR
IDENTIFIERS - VIRGINIA

ABSTRACT - THIS CURRICULUM GUIDE CONTAINS 11 UNITS OF INSTRUCTIONAL MATERIAL FOR A 1080-HOUR COURSE OF STUDY IN AUTO BODY REPAIR FOR THE SECONDARY SCHOOLS OF VIRGINIA. EACH UNIT OUTLINES THE MATERIAL IT COVERS AND PROVIDES A 4-COLUMN TEACHING GUIDE OF TITLE, INFORMATION, STUDENT ACTIVITIES, AND INSTRUCTIONAL AIDS. THE COURSE INCLUDES WELDING, CUTTING, AND SHAPING METAL, BASIC AUTOMOTIVE ELECTRICITY, BODY AND FRAME REPAIR, REFINISHING, AND SHOP MANAGEMENT. AN EXTENSIVE BIBLIOGRAPHY, A SAMPLE LESSON PLAN, AND A SUGGESTED EQUIPMENT LIST ARE APPENDED. (MU)

VT 101 233
VOCATIONAL CARPENTRY CURRICULUM GUIDE.

VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG. DEPT. OF EDUCATION.
VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - APR73 162P.

DESCRIPTORS - BUILDING TRADES; *TRADE AND INDUSTRIAL EDUCATION; SECONDARY GRADES; *SHOP CURRICULUM; *CARPENTERS; *CURRICULUM GUIDES; *TIME BLOCKS; VOCATIONAL EDUCATION

ABSTRACT - THIS MANUAL IS PRESENTED AS A BASIC GUIDE FOR USE BY VOCATIONAL CARPENTRY INSTRUCTORS IN FORMULATING THEIR OWN COURSES OF STUDY. DESIGNED FOR CLASSES AT THE TENTH, ELEVENTH, AND TWELFTH GRADE LEVELS, THE MATERIAL IS PLANNED AS A 2-YEAR SEQUENCE, INCORPORATING 1080 CLASS HOURS OF INSTRUCTION. SUGGESTED UNITS OF INSTRUCTION, EMPHASIZING LIGHT AND RESIDENTIAL TYPE CONSTRUCTION, ARE PRESENTED IN A BLOCK TIME SCHEDULE, PROVIDING A CHART OF INFORMATION AND ACTIVITIES TO BE INCLUDED IN EACH UNIT AND A LISTING OF RELATED INSTRUCTIONAL AIDS. SAMPLE LESSON PLANS, REFERENCE SHEETS AND OTHER CLASSROOM MATERIALS ARE APPENDED. (KH)

VT 101 234
LABORATORY MANAGEMENT FOR COSMETOLOGY INSTRUCTION. A MANAGEMENT GUIDE FOR TEACHERS.

VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG. DIV. OF VOCATIONAL-TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 96P.

DESCRIPTORS - *RECORDS (FORMS); *COSMETOLOGY; TEACHING GUIDES; *CLASS MANAGEMENT; *MANAGEMENT SYSTEMS; *CLASSROOM MATERIALS; LABORATORY TRAINING

ABSTRACT - THIS BOOKLET CONTAINS RECORD-KEEPING FORMS AND OTHER SELECTED MATERIALS WHICH WILL HELP THE COSMETOLOGY TEACHER ORGANIZE AND MANAGE CLASSES WHERE MANY TYPES OF ACTIVITIES ARE CONDUCTED CONCURRENTLY. AN OPENING SECTION DISCUSSES THE IMPORTANCE OF PLANNING AND INTRODUCES BASIC INSTRUCTIONAL METHODS AND SOURCES OF TEACHING MATERIAL. THE FORMS WHICH FOLLOW INCLUDE SAMPLES OF SCHEDULE SHEETS, INVENTORIES, ATTENDANCE RECORDS AND VARIOUS OTHER BOOKKEEPING MATERIALS AS WELL AS PLANNING FORMS FOR STUDENT INSTRUCTION. THE TABLE OF CONTENTS, ALTHOUGH LISTING RELEVANT TOPICS, DOES NOT APPEAR TO BE COORDINATED WITH THE MATERIAL IN THE GUIDE. (KH)

VT 101 239
HANSEN, GARY G.
A GUIDE TO THE METRIC SYSTEM.

PURDUE UNIV., LAFAYETTE, IND.
BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.; INDIANA STATE BOARD OF VOCATIONAL EDUCATION, INDIANAPOLIS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 17P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *METRIC SYSTEM; *MEASUREMENT; *GUIDES

ABSTRACT - WRITTEN IN NON-TECHNICAL LANGUAGE, THIS BASIC GUIDE TO USING THE METRIC SYSTEM COULD BE OF BENEFIT TO CHILDREN AND ADULTS ALIKE DURING THE INEVITABLE TRANSITION PERIOD IN THE UNITED STATES. A BRIEF DISCUSSION OF THE NEED FOR MEASUREMENT AND THE HISTORY OF MEASURING TECHNIQUES IS FOLLOWED BY AN EXPLANATION OF THE SIX BASIC AREAS OF MEASUREMENT AND THEIR METRIC COMPONENTS. THESE AREAS ARE LENGTH, WEIGHT, MASS, TIME, TEMPERATURE, AND LUMINOUS INTENSITY. THE GUIDE ALSO CONTAINS A TABLE FOR CONVERSION FROM ENGLISH TO METRIC UNITS AND A SUMMARY OF PRACTICAL ADVANTAGES OFFERED BY THE METRIC SYSTEM. (KH)

VT 101 245
TRAINING COURSE FOR POWER OPERATING PERSONNEL. BASIC MATHEMATICS. LESSON NO. IV. POSITIVE AND NEGATIVE NUMBERS.

DEPARTMENT OF THE INTERIOR, DENVER, COLO. ENGINEERING AND RESEARCH CENTER.
BUREAU OF RECLAMATION (DEPT. OF INTERIOR), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 74 72P.

DESCRIPTORS - *JOB TRAINING; *STUDY GUIDES; *INDIVIDUALIZED INSTRUCTION; *PRACTICAL MATHEMATICS; REFRESHER COURSES
IDENTIFIERS - POWER OPERATING PERSONNEL

ABSTRACT - A REFRESHER COURSE DESIGNED TO ACQUAINT THE STUDENT WITH POSITIVE AND NEGATIVE NUMBERS AND THEIR RELATIONSHIP TO EACH OTHER IS PRESENTED IN THIS STUDY GUIDE WHICH IS ONE OF A SERIES FOR TRAINING POWER OPERATING PERSONNEL. CONTENT HIGHLIGHTS INCLUDE USE OF SYMBOLS TO DESIGNATE POSITIVE AND NEGATIVE QUANTITIES, READING OF SCALE VALUES ABOVE AND BELOW ZERO, ADDITION OF NEGATIVE NUMBERS AND POSITIVE AND NEGATIVE NUMBERS, SUBTRACTION OF LARGE POSITIVE NUMBERS FROM SMALLER POSITIVE NUMBERS AND LABELING THE ANSWER, AND SOLVING TRULY REPRESENTATIVE QUANTITIES REQUIRING THE USE OF POSITIVE AND NEGATIVE NUMBERS. THE BOOKLET INCLUDES NOT ONLY LESSON NUMBER IV, BUT ALSO THE EXERCISE AND PROBLEM BOOK, PRETEST AND POSTTEST QUESTIONS AND EXERCISES, AND ANSWERS TO THE TESTS AND EXERCISES. (AUTHOR/LJ)

VT 101 246
TRAINING COURSE FOR POWER OPERATING PERSONNEL. BASIC MATHEMATICS. LESSON NO. III. DECIMALS AND PERCENT.

DEPARTMENT OF THE INTERIOR, DENVER, COLO. ENGINEERING AND RESEARCH CENTER.
BUREAU OF RECLAMATION (DEPT. OF INTERIOR), WASHINGTON, D.C.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 333P.

DESCRIPTORS - *DECIMAL FRACTIONS; *PERCENTAGE; *JOB TRAINING; *PRACTICAL MATHEMATICS; *STUDY GUIDES; INDIVIDUALIZED INSTRUCTION; REFRESHER COURSES
IDENTIFIERS - POWER OPERATING PERSONNEL

ABSTRACT - THIS STUDY GUIDE WHICH IS LESSON NUMBER III IN THE SERIES FOR TRAINING POWER OPERATING PERSONNEL IS DESIGNED TO BE A REFRESHER COURSE IN DECIMALS AND PERCENT INCLUDING THEIR RELATIONSHIP TO EACH OTHER AND TO FRACTIONS AS WELL AS A PRACTICAL MATHEMATICAL STUDY INVOLVING ALL THREE. COVERED IN THE LESSON ARE NOMENCLATURE OF DECIMALS AND PERCENT; THE RELATIONSHIP BETWEEN FRACTIONS, DECIMALS, AND PERCENT; AND THE CONVERSION OF ONE TO THE OTHER AS WELL AS ADDING, SUBTRACTING, MULTIPLYING, AND DIVIDING DECIMALS. ROUNDING OFF AND CHECKING DECIMAL ANSWERS ARE PART OF THE PROBLEM AND EXERCISES. OF GREAT IMPORTANCE TO POWER PLANT OPERATORS TODAY IS THE SECTION ON CONVERTING MEASUREMENTS IN CERTAIN UNITS TO DECIMALS OF OTHER UNITS IN THE SAME SCALE. FOR USE WITH THE LESSON IS AN EXERCISE AND PROBLEM BOOK, PRETEST AND POSTTEST QUESTIONS AND EXERCISES AND THE ANSWERS TO THE TESTS AND EXERCISES. (AUTHOR/LJ)

VT 101 247
TRAINING COURSE FOR POWER OPERATING PERSONNEL. BASIC MATHEMATICS. LESSON NO. II. FRACTIONS.

DEPARTMENT OF THE INTERIOR, DENVER, COLO. ENGINEERING AND RESEARCH CENTER.
BUREAU OF RECLAMATION (DEPT. OF INTERIOR), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 292P.

DESCRIPTORS - *JOB TRAINING; *STUDY GUIDES; *FRACTIONS; *PRACTICAL MATHEMATICS; *INDIVIDUALIZED INSTRUCTION; REFRESHER COURSES; MATHEMATICS
IDENTIFIERS - POWER OPERATING PERSONNEL

ABSTRACT - A PART OF THE SERIES FOR TRAINING POWER OPERATING PERSONNEL, THIS LESSON IS INTENDED AS A REFRESHER COURSE IN THE USE AND TERMINOLOGY OF FRACTIONS AND THEIR IDENTIFICATION AND USE IN ADDITION, SUBSTRACTION, MULTIPLICATION, AND DIVISION AS WELL AS A BRIEFING IN THE SYMBOLS USED IN THESE ARITHMETIC PROCESSES. OTHER TOPICS ARE COMMON DENOMINATORS AND CONVERTING IMPROPER FRACTIONS TO WHOLE OR MIXED NUMBERS. ALONG WITH THE LESSON ARE AN EXERCISE AND PROBLEM BOOK, PRETEST AND POSTTEST QUESTIONS AND EXERCISES, AND THE APPROPRIATE ANSWERS TO THESE TESTS AND EXERCISES. (AUTHOR/LJ)

VT 101 250
COOK, IVA DEAN
OCCUPATIONAL NOTEBOOK PROGRAM. STUDENT OCCUPATIONAL NOTEBOOK.

WEST VIRGINIA UNIV., NITRO. KANAWHA VALLEY GRADUATE CENTER.
MF AVAILABLE IN VT-ERIC SET.
RESEARCH PRESS CO., P.O. BOX 3177, COUNTRY FAIR STATION, CHAMPAIGN, IL 61820
PUB DATE - 72 47P.

DESCRIPTORS - *TRAINABLE MENTALLY HANDICAPPED; *WORK ATTITUDES; *WORKBOOKS; JOB SKILLS; *EMPLOYEE RESPONSIBILITY

ABSTRACT - THIS STUDENT NOTEBOOK, PART OF AN OCCUPATIONAL ORIENTATION PROGRAM FOR THE EDUCABLE MENTALLY RETARDED, IS DESIGNED TO GUIDE STUDENTS THROUGH A SERIES OF EXERCISES PLANNED TO GIVE THEM THE PRACTICAL SKILLS AND BASIC KNOWLEDGE REQUIRED FOR EMPLOYMENT. OPPORTUNITY IS PROVIDED FOR EXPOSURE TO THE FOLLOWING: (1) FILLING OUT APPLICATION FORMS, (2) PREPARING FOR AN INTERVIEW, (3) GETTING TO WORK ON TIME, (4) USING THE TELEPHONE, (5) PERSONAL GROOMING TIPS, AND (6) DEVELOPING A WORKABLE JOB VOCABULARY. IT IS SUGGESTED THAT THE STUDENTS

COMPLETE SPECIFIC ENTRIES ON PRACTICE SHEETS FIRST SO THAT THE NOTEBOOK MAY SERVE AS A PERMANENT REFERENCE TOOL. (KH)

VT 101 261
TRADE PREPARATORY TRAINING GUIDES: WELDING AND CUTTING, DRAFTING, MACHINE SHOP, GRAPHIC ARTS, AUTO-MECHANICS, COMMUNICATIONS ELECTRONICS/INDUSTRIAL ELECTRONICS, TELEVISION AND RADIO/APPLIANCE REPAIR, FOUNDRY.

NEBRASKA STATE DEPT. OF EDUCATION, LINCOLN, DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
NEBRASKA STATE DEPT. OF EDUCATION, DIV. OF VOCATIONAL EDUCATION, 233 SOUTH TENTH STREET, LINCOLN, NB 68508
PUB DATE - ND 603P.

DESCRIPTORS - *CURRICULUM GUIDES; *OCCUPATIONAL CLUSTERS; *TRADE AND INDUSTRIAL EDUCATION; COMMUNICATIONS; ELECTRONICS; APPLIANCE REPAIRING; TELEVISION REPAIRMAN; RADIO TECHNOLOGY; FOUNDRIES; WELDING; METAL WORKING OCCUPATIONS; DRAFTING; GRAPHIC ARTS; AUTO MECHANICS (OCCUPATION)

ABSTRACT - EIGHT CURRICULUM GUIDES FOR TRADE AND INDUSTRIAL EDUCATION COMPRISE THIS PACKET. EACH TRADE PREPARATORY TRAINING GUIDE CONTAINS DEFINITIONS, AN OCCUPATIONAL ANALYSIS CHART, AN INTRODUCTION, USE OF THE GUIDE INFORMATION, TEACHER RESPONSIBILITIES, AND CONTENT (IDENTIFIED TRADE TASKS INFORMATION). THE EIGHT AREAS ARE THE FOLLOWING: (1) WELDING AND CUTTING, (2) DRAFTING, (3) MACHINE SHOP, (4) GRAPHIC ARTS, (5) AUTO-MECHANICS, (6) COMMUNICATIONS ELECTRONICS/INDUSTRIAL ELECTRONICS, (7) TELEVISION AND RADIO REPAIR/APPLIANCE REPAIR, AND (8) FOUNDRY. APPENDED IN EACH BOOKLET ARE A SAMPLE EMPLOYMENT APPLICATION AND A SAMPLE TRADE AND INDUSTRIAL EDUCATION INJURY REPORT FORM. RECOMMENDED TEXTS AND REFERENCES ARE ALSO FURNISHED. (LJ)

VT 101 270
FITCH, JOHN W., JR.
AIR CONDITIONING AND REFRIGERATION VOCATIONAL TRAINING. MODULAR INSTRUCTION.

FEDERAL REFORMATORY, PETTERSBURG, VA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN74 189P.

DESCRIPTORS - *CURRICULUM GUIDES; *AIR CONDITIONING; *REFRIGERATION; *REFRIGERATION MECHANICS; AIR CONDITIONING EQUIPMENT; *INDIVIDUALIZED INSTRUCTION

ABSTRACT - THIS AIR CONDITION AND REFRIGERATION MODULAR INSTRUCTIONAL MANUAL CONSISTS OF TWENTY-THREE MODULES COMPRISED OF FIFTY-FIVE PERFORMANCE OBJECTIVES. EACH MODULE CONTAINS ONE OR MORE PERFORMANCE OBJECTIVES. A SAMPLING OF TOPICS INCLUDE: BASIC REFRIGERATION PRINCIPALS, BASIC AIR CONDITIONING, BASIC ELECTRICITY, WIRING DIAGRAMS, THREE PHASE ELECTRIC MOTORS, MOTOR PROTECTIVE DEVICES, AND ELECTRICAL TROUBLESHOOTING. EACH PERFORMANCE OBJECTIVE HAS RELATED INSTRUCTIONS INCLUDING: CONDITIONS, REFERENCE, SOURCE, BEHAVIOR, AND PERFORMANCE CRITERIA. THREE AREAS OF RELATED STUDY ARE UTILIZED FOR ALL PERFORMANCE OBJECTIVES. THESE AREAS ARE: RELATED TRAINING CLASSES, RESOURCE MATERIALS CENTER, AND TRADE THEORY. (KB)

VT 101 289
HENDERSON, W. CHARLES, AND OTHERS
GENERAL MECHANICAL TRADES. A CURRICULUM GUIDE 1971. REVISED, 1973.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER. CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER.
OKLAHOMA STATE BOARD FOR VOCATIONAL EDUCATION, STILLWATER, DIV. OF TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER, 1515 W. SIXTH AVENUE, STILLWATER,

OK 74074 ($10.00)
PUB DATE - 73 408P.

DESCRIPTORS - *CURRICULUM GUIDES; *MECHANICAL SKILLS; *MECHANICS (PROCESS); *BLUEPRINTS; *WELDING; ENGINES
IDENTIFIERS - OKLAHOMA

ABSTRACT - THIS GENERAL MECHANICAL TRADES CURRICULUM GUIDE INCLUDES SIX AREAS. EACH AREA CONSISTS OF ONE OR MORE UNITS OF INSTRUCTION. EACH INSTRUCTIONAL UNIT INCLUDES BEHAVIORAL OBJECTIVES, SUGGESTED ACTIVITIES FOR TEACHER AND STUDENTS, INFORMATION SHEETS, ASSIGNMENT SHEETS, JOB SHEETS, VISUAL AIDS, TESTS, AND ANSWERS TO THE TEST. UNITS ARE PLANNED FOR MORE THAN ONE LESSON OR CLASS PERIOD OF INSTRUCTION. SECTIONS INCLUDE: SAFETY-TOOLS, MEASURING-BLUEPRINT, GAS WELDING, ARC WELDING, SMALL ENGINES, AND METAL WORK. (KB)

VT 101 292
MANUEL, EDWARD F.; PENNER, WAYMAN R.
AUTO BODY. REPAIR AND REPAINTING. INSTRUCTIONAL UNITS.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER. CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER.
OKLAHOMA STATE BOARD FOR VOCATIONAL EDUCATION, STILLWATER. DIV. OF TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER, 1515 W. SIXTH AVENUE, STILLWATER, OK 74074 ($20.00)
PUB DATE - 74 1475P.

DESCRIPTORS - *CURRICULUM GUIDES; *AUTO BODY REPAIRMEN; *TRADE AND INDUSTRIAL EDUCATION; REPAIR; SKILLED OCCUPATIONS; WELDING
IDENTIFIERS - OKLAHOMA

ABSTRACT - THIS PUBLICATION IS DESIGNED TO PROVIDE INSTRUCTION LEADING TOWARD ENTRY LEVEL EMPLOYMENT AS AN AUTO BODY REPAIRMAN. THE PURPOSE OF THIS MANUAL IS TO PROVIDE A BASE FOR AUTO BODY INSTRUCTORS WHICH WILL AID IN THE STANDARDIZATION OF INSTRUCTION. AUTO BODY CURRICULUM INCLUDES ELEVEN SECTIONS. EACH SECTION CONSISTS OF ONE OR MORE UNITS OF INSTRUCTION. EACH INSTRUCTIONAL UNIT INCLUDES PERFORMANCE OBJECTIVES, SUGGESTED ACTIVITIES FOR TEACHER AND STUDENTS, INFORMATION SHEETS, ASSIGNMENT SHEETS, JOB SHEETS, VISUAL AIDS, TESTS, AND ANSWERS TO THE TEST. UNITS ARE PLANNED FOR MORE THAN ONE LESSON OR CLASS PERIOD OF INSTRUCTION. TITLES OF THE ELEVEN SECTIONS ARE: INTRODUCTION, RELATED INFORMATION, BODY AND FRAME CONSTRUCTION, TOOLS, WELDING, BASIC METAL REPAIR, HARDWARE, GLASS AND TRIM, MAJOR METAL REPAIR, REFINISHING, DAMAGE ESTIMATING, AND MISCELLANEOUS. (AUTHOR/KB)

VT 101 295
STEINGRESS, FREDERICK M., AND OTHERS
STATIONARY ENGINEERING, ENVIRONMENTAL CONTROL, REFRIGERATION. LABORATORY MANUAL-1.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - SEP74 135P.

DESCRIPTORS - *LABORATORY MANUALS; *ENGINEERING EDUCATION; TECHNICAL EDUCATION; ENGINEERING TECHNICIANS; *REFRIGERATION; *CONTROLLED ENVIRONMENT; *AIR CONDITIONING; ELECTRICITY
IDENTIFIERS - NEW JERSEY

ABSTRACT - THIS LABORATORY MANUAL IS FOR THE STATIONARY ENGINEERING STUDENT. THE OBJECTIVES OF THE COURSE ARE TO DEVELOP: (1) A SENSE OF PERSONAL RESPONSIBILITY, (2) PRIDE IN A JOB WELL DONE, (3) SELF DISCIPLINE, (4) RESPECT FOR HIMSELF AND OTHERS, (5) ABILITY TO GIVE AS WELL AS TAKE ORDERS, AND (6)

SUFFICIENT KNOWLEDGE AND SKILLS TO ENTER INDUSTRY AND COMPETE SUCCESSFULLY. IN THIS PROGRAM THREE AREAS OF STUDY ARE PRESENTED: STATIONARY ENGINEERING, ENVIRONMENTAL CONTROL, AND REFRIGERATION. EACH ASSIGNMENT INCLUDES: THE TITLE, OBJECTIVES, LOCATION, PROCEDURES, AND ASSIGNMENT. THIS LABORATORY MANUAL IS CLOSELY CORRELATED WITH THE RELATED SCIENCE MANUAL. (AUTHOR/KB)

VT 101 299
ELECTRONICS/ELECTRICITY. INSTRUCTOR'S DATA GUIDE.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
DELMAR PUBLISHERS, MOUNTAINVIEW AVENUE, ALBANY, NY 12205.
PUB DATE - 71 102P.

DESCRIPTORS - *TEACHING GUIDES; ELECTRONICS; *LABORATORY EXPERIMENTS; *LABORATORY MANUALS; *ELECTRICITY

ABSTRACT - DESIGNED TO CORRELATE WITH A STUDENT WORKBOOK, THIS INSTRUCTOR'S GUIDE FOR ELECTRONICS/ELECTRICITY OFFERS A FORMAT ARRANGED TO PROVIDE USEFUL INFORMATION ABOUT EACH OF 27 LABORATORY EXPERIMENTS. FOLLOWING BRIEFLY STATED OBJECTIVES OF THE EXPERIMENT, DEFINITIONS OF TECHNICAL TERMS AND MATHEMATICAL EXPRESSIONS, APPEARS A COMPLETE LIST OF COMPONENTS AND INSTRUMENTS REQUIRED FOR THE EXPERIMENT. DATA TABLES AND PROBLEMS ARE REPRODUCED FROM THE STUDENT MANUAL, ALONG WITH THE SOLUTIONS TO THE PROBLEMS. IN ADDITION TO THIS INFORMATION, THE GUIDE CONTAINS OTHER COMMENTS IN THE FORM OF PRECAUTIONS, ANALYSIS NOTES, AND TEACHING SUGGESTIONS. AN EQUIPMENT LIST IS APPENDED. (KH)

VT 101 300
ELECTROMECHANISMS/DEVICES. INSTRUCTOR'S DATA GUIDE.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
DELMAR PUBLISHERS, MOUNTAINVIEW AVENUE, ALBANY, NY 12205.
PUB DATE - 71 73P.

DESCRIPTORS - *TEACHING GUIDES; *ELECTROMECHANICAL TECHNOLOGY; *LABORATORY EXPERIMENTS; LABORATORY MANUALS

ABSTRACT - DESIGNED TO CORRELATE WITH A STUDENT WORKBOOK, THIS INSTRUCTOR'S GUIDE FOR ELECTROMECHANISMS/DEVICES OFFERS A FORMAT ARRANGED TO PROVIDE USEFUL INFORMATION ABOUT EACH LABORATORY EXPERIMENT. FOLLOWING BRIEFLY STATED OBJECTIVES OF THE EXPERIMENT, DEFINITIONS OF TECHNICAL TERMS AND MATHEMATICAL EXPRESSIONS, APPEARS A COMPLETE LIST OF COMPONENTS AND INSTRUMENTS REQUIRED FOR THE EXPERIMENT. DATA TABLES AND PROBLEMS ARE REPRODUCED FROM THE STUDENT MANUAL ALONG WITH SOLUTIONS TO THE PROBLEMS. IN ADDITION TO THIS INFORMATION, THE GUIDE CONTAINS OTHER COMMENTS IN THE FORM OF PRECAUTIONS, ANALYSIS NOTES AND TEACHING SUGGESTIONS. AN EQUIPMENT LIST IS APPENDED. (KH)

VT 101 413
STATIONARY ENGINEERING ENVIRONMENTAL CONTROL REFRIGERATION. LABORATORY I - TEACHERS GUIDE.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - SEP74 98P.

DESCRIPTORS - *LABORATORY MANUALS; TEACHING GUIDES; *ENGINEERING TECHNOLOGY; *REFRIGERATION; *TRADE AND INDUSTRIAL EDUCATION; *CONTROLLED ENVIRONMENT

ABSTRACT - THIS TEACHING GUIDE FOR ENGINEERING INSTRUCTORS COVERS THE LABORATORY LESSONS IN A PROGRAM OF THREE AREAS: (1) STATIONARY ENGINEERING, (2) ENVIRONMENTAL

CONTROL, AND (3) REFRIGERATION. IN 18 UNITS OF WORK, 83 LABORATORY LESSONS ARE COVERED AND IN ADDITION, PERIODS FOR 20 LESSONS OUTSIDE THE LABORATORY ARE SCHEDULED. EACH LESSON CONTAINS ITS OBJECTIVES, AIDS TO BE USED, PROCEDURE, TESTING AND ASSIGNMENT. (MU)

VT 101 414
ROSELLE, PAUL
MACHINE SHOP OPERATIONS-II. STUDENT MANUAL.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - SEP74 77P.

DESCRIPTORS - *CURRICULUM GUIDES; *MACHINE TOOLS; *MACHINE TOOL OPERATORS; TRADE AND INDUSTRIAL EDUCATION; *JOB SKILLS; MACHINISTS; SAFETY; TECHNICAL ILLUSTRATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - THE PURPOSE OF THIS STUDENT MANUAL IS TO GUIDE SECOND YEAR STUDENTS IN THE DEVELOPMENT OF MACHINE SHOP SKILLS. THE INSTRUCTIONAL UNITS REFLECT THE DIVISIONS COMMON TO THE MACHINE SHOP AND EMPHASIZE: (1) THE PROPER USE OF MACHINES, INCLUDING PROPER SET-UP PROCEDURES, (2) THE PROPER USE OF THE CORRECT TOOL, AND (3) GENERAL MACHINE SHOP THEORY INCLUDING THE CORRECT SAFETY PROCEDURES. AS A STUDENT PROGRESSES THROUGH THE INSTRUCTIONAL UNITS HE WILL BE GUIDED THROUGH A SERIES OF COMMON MACHINE SHOP OPERATIONS THAT NOT ONLY DEVELOP MACHINE SKILLS, BUT ALSO RESULT IN THE PRODUCTION OF MACHINE SHOP EQUIPMENT. FOR EACH OF THE COMMON MACHINE SHOP OPERATIONS TO BE COMPLETED THE STUDENT IS PROVIDED WITH THE TRADE THEORY AS WELL AS THE SPECIFIC MACHINING PROCESSES INVOLVED IN COMPLETING THE TASK. THE PRINCIPAL PARTS OF EACH MACHINE ARE ILLUSTRATED AND EXPLAINED. A STUDENT PROGRESS CHART AND TECHNICAL DRAWINGS WITH DIMENSIONS AND TOLERANCES ARE APPENDED. (AUTHOR/KB)

VT 101 416
THE OREGON VO-TECH MATH PROJECT, PHASE ONE OF TWO. FINAL REPORT.

LINN-BENTON COMMUNITY COLL., ALBANY, OREG.
OREGON STATE DEPT. OF EDUCATION, SALEM. DIV. OF COMMUNITY COLLEGES AND VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 27JUN74 200P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *INDIVIDUALIZED INSTRUCTION; *PRACTICAL MATHEMATICS; *TEACHER DEVELOPED MATERIALS; *VOCATIONAL EDUCATION; OCCUPATIONAL CLUSTERS
IDENTIFIERS - LINN-BENTON COMMUNITY COLLEGE; OREGON

ABSTRACT - TO PROVIDE REALISTIC VERBAL PROBLEM SETS FOR OCCUPATIONAL COURSES OFFERED IN OREGON COMMUNITY COLLEGES AND HIGH SCHOOLS, THE LINN-BENTON COMMUNITY COLLEGE HAS EVALUATED A SMALL SUBSET OF INSTRUCTIONAL PACKAGES FOR A NUMBER OF SPECIFIC CAREER CLUSTERS. TWELVE SELECTED HIGH SCHOOLS AND SEVEN COMMUNITY COLLEGES PROVIDED THE EVALUATION SITES FOR THE STUDY. THE INSTRUCTIONAL MATERIALS WERE CONVERTED TO AN INDIVIDUALIZED FORMAT USING THE FOLLOWING MATH TOPICS: WHOLE NUMBERS, DECIMALS, FRACTIONS AND RATIO AND PORTIONS. PROBLEM SETS WERE CHOSEN FOR THE OCCUPATIONAL FIELDS OF BUILDING CONSTRUCTION, INDUSTRIAL MECHANICS, METALS, MARKETING, CLERICAL, AND WOOD PRODUCTS. FOLLOWING THEIR CLASSROOM USE OF THE MATERIALS, INSTRUCTORS PROVIDED SUGGESTIONS AND REVISIONS FOR THE PROBLEM SETS. SAMPLE WORKSHEETS ARE INCLUDED IN THE DOCUMENT. (MU)

VT 101 443
BACKGROUND FOR BUILDERS - RELATED SCIENCE AND TRADE INFORMATION FOR THE BUILDING TRADES.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN75 239P.

DESCRIPTORS - *BUILDING TRADES; *TRADE AND INDUSTRIAL EDUCATION; *VOCATIONAL EDUCATION
IDENTIFIERS - NEW JERSEY

ABSTRACT - THIS SET OF SCIENCE LESSONS ABOUT THE BUILDING INDUSTRY IS WRITTEN TO BE FUN FOR STUDENTS BY INCLUDING FICTION, HUMOR, AND CARTOONS WITHIN EACH UNIT. THE UNIT TITLES ARE PLANS, EXCAVATION, MASONRY, FRAME CONSTRUCTION, PLUMBING, HEATING AND COOLING, ELECTRICITY, PAINTING, WALL AND FLOOR COVERS, SHEET METAL, VENTILATION, AND INSECT CONTROL.

VT 101 444
ZERO IN ON COOPERATIVE VOCATIONAL EDUCATION TRAINING AGREEMENTS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN74 36P.

DESCRIPTORS - *COOPERATIVE EDUCATION; *SCHOOL INDUSTRY RELATIONSHIP; *CONTRACTS; SPECIFICATIONS

ABSTRACT - THIS PUBLICATION IS INTENDED TO ENCOURAGE STATES AND LOCALITIES TO GIVE FURTHER CONSIDERATION TO THE DEVELOPMENT AND UTILIZATION OF TRAINING AGREEMENTS IN THE CONDUCT OF COOPERATIVE VOCATIONAL EDUCATION PROGRAMS. BY WAY OF EXAMPLE AND ILLUSTRATION, TWELVE TRAINING AGREEMENTS WERE IDENTIFIED FOR USE IN THIS PUBLICATION. THE INFORMATION CONTAINED IN THIS PUBLICATION MAY BE VIEWED AS A FORM OF TECHNICAL ASSISTANCE. (AUTHOR/KB)

VT 101 445
TRACY, VIRGINIA
VOCABULARY SKILLS - AUTO SHOP. BOOKLET I - ALPHABETIZING; BOOKLET II - WORD STUDY; BOOKLET III - WORD MEANING.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - SEP74 70P.

DESCRIPTORS - *AUTO MECHANICS; *VOCABULARY SKILLS; *SEMANTICS; *WORD STUDY SKILLS; *ALPHABETIZING SKILLS
IDENTIFIERS - NEW JERSEY

ABSTRACT - A SERIES OF THREE BOOKLETS ON VOCABULARY SKILLS FOR THE AUTO SHOP, THESE BOOKLETS AID THE LEARNER IN TWO WAYS: (1) IT FAMILIARIZES THE STUDENT WITH THE BASIC VOCABULARY USED IN THE AUTO SHOP, AND (2) THE STUDENT WORKS WITH VOCABULARY SKILLS NEEDED FOR SUCCESS IN HIS WORK. THE FIRST BOOKLET OF TEN EXERCISES DEALS WITH ALPHABETIZING. THE SECOND BOOKLET, WORD STUDY, COVERS ROOTS, PREFIXES, SUFFIXES, AND THE SYLLABICATION OF WORDS. IN ORDER TO USE THIS SECOND BOOKLET A STUDENT MUST BE ABLE TO USE A DICTIONARY. THE FINAL BOOKLET, WORD MEANING, DEALS WITH IDENTIFICATION AND DIFFERENTIATION OF WORDS USED IN THE AUTO SHOP. (AUTHOR/KB)

VT 101 446
VOCABULARY SKILLS - BEAUTY CULTURE. BOOKLET NO. 1-ALPHABETIZING; BOOKLET NO. 2-WORD STUDY; BOOKLET NO. 3-WORD MEANING.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - SEP74 74P.

DESCRIPTORS - *COSMETOLOGY; *TRADE AND INDUSTRIAL EDUCATION; *WORD STUDY SKILLS; *VOCABULARY DEVELOPMENT; *WORKBOOKS

ABSTRACT - THREE SMALL WORKBOOKS HAVE BEEN DEVELOPED FOR STUDENTS IN A VOCATIONAL COURSE OF COSMETOLOGY FOR BEGINNERS. THEY AIM AT DEVELOPING FAMILIARITY AND SKILL IN THE LANGUAGE OF THE TRADE. TEN EXERCISES EACH IN ALPHABETIZING AND WORD STUDY AND ELEVEN EXERCISES IN WORD MEANING CONSTITUTE THE SKILL TRAINING. (MU)

VT 101 452
VOCATIONAL EDUCATION STATE INSTRUCTIONAL MATERIALS FOR TECHNICAL EDUCATION. REVISED 1974.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER. CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-72-4682
PUB DATE - 74 36P.

DESCRIPTORS - *ANNOTATED BIBLIOGRAPHIES; *ABSTRACTS; *VOCATIONAL EDUCATION; *INSTRUCTIONAL MATERIALS; *TECHNICAL EDUCATION

ABSTRACT - THIS ANNOTATED LISTING OF CURRICULUM MATERIALS FOR TECHNICAL EDUCATION IS PROVIDED IN ORDER TO APPRISE PLANNERS, ADMINISTRATORS, VOCATIONAL EDUCATORS AND OTHERS INTERESTED IN OFFERING OR INVOLVED IN VOCATIONAL PROGRAMS OF THE AVAILABLE CURRICULUM MATERIALS DEVELOPED BY VARIOUS STATES. THE CURRICULUM MATERIALS HAVE BEEN IDENTIFIED WITH THE INSTRUCTIONAL TITLES AND CODES FROM THE CLASSIFICATION SYSTEM OF THE OFFICE OF EDUCATION. THE TITLE OF THE DOCUMENT, PUBLICATION DATE, THE NUMBER OF PAGES, PRICE, AND A SUMMARY OF THE CONTENT IS PROVIDED FOR EACH ANNOTATION. (KB)

VT 101 455
VOCATIONAL EDUCATION STATE INSTRUCTIONAL MATERIALS FOR TRADE AND INDUSTRIAL OCCUPATIONS. REVISED 1974.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER. CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-72-4682
PUB DATE - 74 80P.

DESCRIPTORS - *ANNOTATED BIBLIOGRAPHIES; *ABSTRACTS; *VOCATIONAL EDUCATION; *INSTRUCTIONAL MATERIALS; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THIS ANNOTATED LISTING OF CURRICULUM MATERIALS FOR TRADE AND INDUSTRIAL OCCUPATIONS IS PROVIDED IN ORDER TO APPRISE PLANNERS, ADMINISTRATORS, VOCATIONAL EDUCATORS AND OTHERS INTERESTED IN OFFERING OR INVOLVED IN VOCATIONAL PROGRAMS OF THE AVAILABLE CURRICULUM MATERIALS DEVELOPED BY VARIOUS STATES. THE CURRICULUM MATERIALS HAVE BEEN IDENTIFIED WITH THE INSTRUCTIONAL TITLES AND CODES FROM THE CLASSIFICATION SYSTEM OF THE OFFICE OF EDUCATION. THE TITLE OF THE DOCUMENT, THE PUBLICATION DATE, THE NUMBER OF PAGES, PRICE, AND A SUMMARY OF THE CONTENT IS PROVIDED FOR EACH ANNOTATION. (KB)

VT 101 465
OPTICAL TECHNIQUES OF CHEMICAL ANALYSIS.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL73 123P.

DESCRIPTORS - *LABORATORY MANUALS; *LABORATORY PROCEDURES; *CHEMISTRY; *TECHNICAL EDUCATION; *INDUSTRIAL EDUCATION; POST SECONDARY EDUCATION

ABSTRACT - THIS LABORATORY MANUAL IS INTENDED FOR THE USE OF ADVANCED STUDENTS IN AN INDUSTRIAL CHEMICAL DEPARTMENT OF A POSTSECONDARY VOCATIONAL TECHNICAL SCHOOL. IT ASSUMES THAT THE STUDENT HAS

COMPLETED GENERAL, ANALYTICAL AND RGANIC CHEMISTRY. IN 15 LESSONS, 7 EXPERIMENTS HAVE BEEN SET UP TO USE THE COLORIMETER, SPECTROPHOTOMETER, NEPHELOMETER, REFRACTORY, INFRARED SPECTROPHOTOMETER, AND ATOMIC ABSORPTION SPECTROPHOTOMETER AND WERE DESIGNED SO THAT STUDENTS WITH A MINIMUM OF THEORETICAL PRACTICES COULD PERFORM THEM SUCCESSFULLY WITH MINIMUM DIFFICULTY. REQUIREMENTS FOR GENERAL LABORATORY ORDERLINESS AND FOR THE LABORATORY OUTLINE ARE SET FORTH IN INTRODUCTORY STATEMENTS. EACH LESSON CONTAINS ITS OBJECTIVES, SUBJECT MATTER, AND ASSIGNMENTS. THE EXPERIMENTS CONTAIN THE PURPOSE, THE APPARATUS, THE SOLUTIONS, AND THE GLASSWARE USED, THE PROCEDURES, AND QUESTIONS. (AUTHOR/MU)

VT 101 467
ETHNIC HAIRDRESSING.

UTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - DEC73 78P.

DESCRIPTORS - *COSMETOLOGY; *VOCATIONAL EDUCATION
IDENTIFIERS - *ETHNIC HAIRDRESSING; NEW JERSEY

ABSTRACT - THIS BOOK WAS PREPARED FOR THE BEGINNING STUDENT IN THE FIELD OF COSMETOLOGY, ESPECIALLY FOR THOSE INTERESTED IN LEARNING MORE ABOUT CARE OF ETHNIC-TYPE HAIR. THE LESSONS PROVIDED ARE MEANT TO GIVE THE STUDENT A KNOWLEDGE OF THE PROBLEMS ENCOUNTERED IN DEALING WITH MANY DIFFERENT VARIATIONS IN HAIR, AS WELL AS TO SERVE AS A FOUNDATION FOR MORE COMPLEX MATERIAL. THERE RE STUDY GUIDES AT THE END OF EACH CHAPTER. CHAPTER TITLES ARE (I) PROFESSIONAL ETHICS, (II) SANITARY REQUIREMENTS AND PROCEDURES, (III) THE NATURE OF HAIR, (IV) DISEASES OF THE HAIR AND SCALP, (V) SHAMPOOING AND DRYING THE HAIR, (VI) HAIR STRAIGHTENING, (VII) CURLING AND SETTING THE HAIR, (VIII) HAIR CUTTING, AND (IX) HAIRSTYLING HINTS. (AUTHOR/LJ)

VT 101 469
AUTOMOTIVE COLLISION ESTIMATING.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - DEC73 104P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MOTOR VEHICLES; *AUTO BODY REPAIRMEN; REPAIR

ABSTRACT - THIS STUDY GUIDE FOR ESTIMATING BODY REPAIR WORK IS PROVIDED FOR ADVANCED STUDENTS IN AUTO BODY TECHNOLOGY. A WORKING KNOWLEDGE OF AUTO PAINTING, METAL, GLASS, UPHOLSTERY, ASSEMBLY, AND FRAME WORK AND SOME EXPERIENCE IN SHOP PRACTICE ARE PREREQUISITES FOR THE COURSE. THREE UNITS OF WORK CONTAIN 40 LESSONS COVERING SUCH DETAILS AS TERMS AND ABBREVIATIONS USED, INSPECTION SEQUENCE, ITEMIZED PARTS, OPERATION TIMES, AND WRITING THE ESTIMATES. OVER 30 OF THE LESSONS DEAL WITH PARTS. EACH LESSON STATES ITS OBJECTIVE, GIVES DETAILED INFORMATION, AND MAKES AN ASSIGNMENT. (MU)

VT 101 472
PIERSON, JOHN E., III
ELEMENTARY TIG WELDING SKILLS.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - OCT74 124P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *WELDING; ELECTRICITY; JOB SKILLS; DEAF

ABSTRACT - THIS TEXT WAS PREPARED

FOR WELDING STUDENTS WHO ARE DEAF. ILLUSTRATIONS ARE USED THROUGHOUT THE TEXT TO SUPPLEMENT AND REINFORCE EACH VERBAL CONCEPT. EACH LESSON IS FOLLOWED BY PRACTICAL EXPERIENCE WITH EACH OF THE WELDING SKILLS. TOPICS COVERED INCLUDE: PREPARING TO BE A SAFE WELDER, USING ELECTRICITY IN WELDING, IDENTIFYING TIG WELDING EQUIPMENT, SELECTING TUNGSTEN ELECTRODES, USING INERT GAS, ACTION OF THE ARC, USING THE TORCH IN THE FLAT POSITION, ESTABLISHING THE ARC, MAKING A BUTT WELD, MAKING A FILLET WELD, WELDING ALUMINUM, AND WELDING STAINLESS STEEL. (KB)

VT 101 476
A NATIONAL ANNOTATED BIBLIOGRAPHY OF CURRICULUM MATERIALS IN VOCATIONAL AND CAREER EDUCATION.

ILLINOIS STATE BOARD OF VOCATIONAL EDUCATION AND REHABILITATION, SPRINGFIELD. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 828P.

DESCRIPTORS - *ANNOTATED BIBLIOGRAPHIES; *ABSTRACTS; *INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; *CAREER EDUCATION; HEALTH OCCUPATIONS; PRESCHOOL EDUCATION; PUBLIC SERVICE OCCUPATIONS; ADULT EDUCATION; MARKETING; BUSINESS EDUCATION

ABSTRACT - THIS NATIONAL ANNOTATED BIBLIOGRAPHY LISTS CURRICULUM MATERIALS WHICH ARE AVAILABLE IN THE AREAS OF VOCATIONAL AND CAREER INFORMATION. THE AREAS COVERED INCLUDE: APPLIED BIOLOGICAL AND AGRICULTURAL OCCUPATIONS; BUSINESS, MARKETING, AND MANAGEMENT OCCUPATIONS; HEALTH OCCUPATIONS; INDUSTRIAL ORIENTED OCCUPATIONS; PERSONAL AND PUBLIC SERVICE OCCUPATIONS; PRESCHOOL THROUGH GRADES 6; GRADES 7 AND 8; GRADES 9 AND 10; GRADES 11 AND 12; GRADES 13 AND 14; ADULT EDUCATION; HANDICAPPED STUDENTS; DISADVANTAGED STUDENTS; CAREER EDUCATION; COMMON TO ALL AREAS; TEACHER-EDUCATOR; STATE AGENCY PERSONNEL; OCCUPATIONAL EDUCATION ADMINISTRATOR; AND LOCAL AGENCY GUIDANCE PERSONNEL. EACH ABSTRACT CONTAINS THE TITLE OF MATERIALS, NAME OF DEVELOPERS, TYPE OF MATERIAL, FOR STUDENT USE, TARGET LEVEL OF STUDENT, FOR PROFESSIONAL USE, TRAINING REQUIRED TO USE MATERIALS, CONSULTING SERVICES, COPYRIGHTS, COST, ORDERING INFORMATION, AND THE ABSTRACT. (KB)

VT 101 487
MASON, EMMETT E., ED.
VOCATIONAL TEACHER EDUCATION AT CENTRAL MICHIGAN UNIVERSITY. ANNUAL REPORT 1973-1974.

CENTRAL MICHIGAN UNIV., MOUNT PLEASANT.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 74 65P.

DESCRIPTORS - *PERFORMANCE BASED TEACHER EDUCATION; *HOME ECONOMICS; *BUSINESS EDUCATION; *INDUSTRIAL EDUCATION; *COURSE OBJECTIVES; CURRICULUM; TEACHER EDUCATION CURRICULUM; VOCATIONAL EDUCATION TEACHERS
IDENTIFIERS - CENTRAL MICHIGAN UNIVERSITY

ABSTRACT - THE PURPOSE OF THIS REPORT ON VOCATIONAL TEACHER EDUCATION AT CENTRAL MICHIGAN UNIVERSITY IS TO DESCRIBE ACTIVITIES AND PRESENT INFORMATION WHICH RELATES TO FUNDING OBTAINED FROM THE MICHIGAN STATE DEPARTMENT OF EDUCATION. THE MAJOR CONCERN WAS THE DEVELOPMENT OF A COMPETENCY BASED CURRICULUM WITH SETS OF PERFORMANCE OBJECTIVES FOR: HOME ECONOMICS, BUSINESS EDUCATION, STENOGRAPHY, SHORTHAND DICTATION, SHORTHAND DICTATION AND TRANSCRIPTION, BEGINNING TYPEWRITING, INTERMEDIATE TYPEWRITING, ADVANCE TYPEWRITING, AND INDUSTRIAL EDUCATION. INCLUDED IN THE DOCUMENT ARE COURSE DESCRIPTIONS, PROGRAM GOALS, PERFORMANCE OBJECTIVES AND A CHECKLIST OF DUTIES AND TASKS OF A CONSUMER-HOMEMAKING TEACHER.

(AUTHOR/KB)

VT 101 488
VALIMONT, JAMES E.
MATHEMATICS FOR GLASS TECHNOLOGY.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN75 199P.

DESCRIPTORS - *MATHEMATICS; *TRADE AND INDUSTRIAL EDUCATION; *GLASS; *CURRICULUM GUIDES

ABSTRACT - THIS CURRICULUM GUIDE IS DESIGNED TO INCREASE THE STUDENT'S MATHEMATICS PROFICIENCY BY PROVIDING PRACTICAL PROBLEMS AS EXAMPLES OF THOSE ENCOUNTERED BY WORKERS IN THE SCIENTIFIC GLASS INDUSTRY. THERE ARE EXAMPLES FOR EACH TOPIC FOLLOWED BY AN EXPLANATION. THERE ARE ALSO PROBLEMS FOR EACH TOPIC AND REVIEW TESTS TO EVALUATE THE STUDENT'S PROGRESS. THE UNIT TITLES ARE WHOLE NUMBERS, COMMON FRACTIONS, DECIMAL FRACTIONS, PERCENTAGE, POWERS AND ROOTS, MEASUREMENT, THE SLIDE RULE, BASIC ALGEBRA, AND BASIC GEOMETRY. (AUTHOR/LJ)

VT 101 493
TREJO, PAUL E.
DC CIRCUITS/AC CIRCUITS. AN INDIVIDUALIZED APPROACH TO ELECTRONICS. INSTRUCTOR'S GUIDE AND ANSWER KEYS. PROGRESS TESTS.

WESTINGHOUSE LEARNING CORP., PALO ALTO, CALIF.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 70P.

DESCRIPTORS - *ELECTRICITY; *ELECTRONICS; *WORKBOOKS; *TESTS; *ANSWER KEYS

ABSTRACT - THIS INSTRUCTIONAL PACKAGE CONTAINS TWO SEPARATE STUDENT WORKBOOKS OF PROGRESS TESTS AND THE TEACHER'S ANSWER BOOK FOR A PREPARATION COURSE OF STUDY FOR STUDENTS ENTERING THE FIELD OF ELECTRICITY OF ELECTRONICS. THE PACKAGE IS DESIGNED TO BE USED WITH THE TEXT, "DC CIRCUITS AND AC CIRCUITS: AN INDIVIDUALIZED APPROACH TO ELECTRONICS." THE ANSWER BOOK CONTAINS A BRIEF TEACHER'S GUIDE TO ALL OF THE MATERIAL. (MU)

VT 101 494
TURNER, J. HOWARD, ED.
HOW ELECTRIC MOTORS START AND RUN. A SELF-STUDY UNIT.

AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS, GA.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, 120 ENGINEERING CENTER, ATHENS, GA 30602 ($3.00).
PUB DATE - JUL73 24P.

DESCRIPTORS - *ELECTRICITY; *ELECTRIC MOTORS; *STUDY GUIDES; *AUTOINSTRUCTIONAL AIDS

ABSTRACT - THIS STUDY GUIDE PROVIDES BASIC UNDERSTANDINGS NEEDED TO START DEVELOPING KNOWLEDGE AND SKILLS WITH RESPECT TO THE SELECTION, OPERATION, SERVICING, AND REPAIR OF ELECTRIC MOTORS. PART I REVIEWS THE PRINCIPLES OF PERMANENT AND ELECTROMAGNETS AND PART 2 DESCRIBES THE FUNCTIONING OF DIFFERENT TYPES OF MOTORS. COPIES OF THE GUIDE AND THE CASSETTE-TAPE-FILMSTRIP AUDIOVISUAL WHICH PARALLELS THE GUIDE ARE AVAILABLE FROM THE AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS, GEORGIA. (AUTHOR/MU)

VT 101 602
BASIC CONCEPTS IN NUMERICAL CONTROL.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.

PUB DATE - AUG74 53P.

DESCRIPTORS - *STUDY GUIDES; *NUMERICAL CONTROL; *MATHEMATICAL APPLICATIONS; *INDUSTRIAL EDUCATION; *MACHINE TOOLS; PRODUCTION TECHNIQUES; AUTOMATION; POST SECONDARY EDUCATION

ABSTRACT - THIS SUPPLEMENTARY TEXT AND GUIDE FOR MACHINE TOOL CLASSES IN AREA VOCATIONAL/TECHNICAL SCHOOLS CONTAINS SIX UNITS OF BASIC PRINCIPLES AND EXERCISES IN NUMERICAL CONTROL. THE UNITS ARE PRESENTED IN 17 LESSONS, EACH OF WHICH CONTAINS A UNIT OBJECTIVE, FACTUAL INFORMATION, A VOCABULARY LIST, AN ASSIGNMENT, AND A TEST. (MU)

VT 101 603
GRANT, GRANVILLE
TECHNIQUES IN INDIVIDUALIZED INSTRUCTION.

WISCONSIN UNIV. - STOUT, MENOMONIE. CENTER FOR VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - MAY74 51P.

DESCRIPTORS - *INDIVIDUALIZED INSTRUCTION; *INDIVIDUAL STUDY; *TEACHING TECHNIQUES; *TEACHING PROCEDURES; *VOCATIONAL EDUCATION

ABSTRACT - EIGHT TECHNIQUES IN INDIVIDUALIZED INSTRUCTION ARE DESCRIBED WHICH INCLUDE THE FOLLOWING: (1) PROGRAM FOR LEARNING IN ACCORDANCE WITH NEEDS (PLAN), (2) INDIVIDUALLY PRESCRIBED INSTRUCTION (IPI), (3) INDIVIDUALLY GUIDED EDUCATION (IGE), (4) INDIVIDUALIZED MATHEMATICS SYSTEM (IMS), (5) COMPUTER IN EDUCATION (PROGRAM LOGIC FOR AUTOMATED TEACHING OPERATIONS AND COMPUTER ASSISTED INSTRUCTION), (6) THE DULUTH PLAN FOR INDIVIDUALIZATION, (7) INDEPENDENT STUDY PROGRAMS, (A) MIAMI SPRINGS PERSONALIZED LEARNING, (B) HAWAII INDEPENDENT STUDY PROGRAM, (C) LEARNING ACTIVITY PACKAGE, AND (8) SIMULATION AND GAMES. (AUTHOR/MU)

VT 101 606
DANIELSON, ROBERT
INDUSTRIAL EDUCATION CURRICULUM DEVELOPMENT. INTERIM REPORT.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 125P.

DESCRIPTORS - *INDUSTRIAL EDUCATION; *PERFORMANCE CONTRACTS; *WORKSHEETS; *INSTRUCTIONAL MATERIALS; *SHOP CURRICULUM; PERFORMANCE CRITERIA

ABSTRACT - THIS DOCUMENT CONSISTS OF SAMPLE LEARNING CONTRACTS, JOB SHEETS, AND INSTRUCTIONAL PACKAGES FOR CLASSES IN DRAFTING, PHOTOGRAPHY, PRINTING, GRAPHICS, SMALL ENGINES, AUTOMOTIVE POWER, HYDRAULICS, CARPENTRY, AND UPHOLSTERY. THE LEARNING CONTRACTS CONTAIN TERMS OF AGREEMENT, POSSIBLE GRADES, CREDITS, DIRECTIONS TO THE STUDENTS OBJECTIVES, REQUIREMENTS, AND SIGNATURE LINES FOR STUDENT AND ADVISOR. THE JOB SHEET CONTAINS MATERIALS, TOOLS, PROCEDURES, ASSIGNMENT, AND POSTTESTS. INSTRUCTIONAL PACKAGES CONSIST OF SUPPLEMENTARY TEXT MATERIAL FOR SHOP PROCEDURES, A SELF-TEST AND AN ANSWER SHEET. (MU)

VT 101 614
O'REILLY, WILLIAM
ART AND DESIGN FOR PAINTERS, VOLUME II.

MIDDLESEX COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOLS, NEW BRUNSWICK, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.; NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
N.J. VOC-TECH CURRICULUM LABORATORY, RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, NEW BRUNSWICK, N.J. 08903, $1.50
PUB DATE - JUL57 104P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *ART; *DESIGN; *PAINTING; LEARNING ACTIVITIES;

STUDY GUIDES

ABSTRACT - THIS DOCUMENT IS PART OF A 4-VOLUME SERIES DEALING WITH ART AND DESIGN FOR PAINTERS. VOLUME II CONSISTS OF THREE UNITS, COLOR THEORY, ORNAMENT, AND STENCILS, EACH WITH RELATED INFORMATION AND JOB SHEETS, AND CONCLUDING WITH AN ACHIEVEMENT TEST FOR THAT MATERIAL. VOLUMES I AND IV ARE AVAILABLE AS VT 019 239 AND VT 019 237 RESPECTIVELY, IN ARM VOLUME 6, NUMBER 4, AND VOLUME II IS AVAILABLE AS VT 100 070 IN AIM/ARM VOLUME 7, NUMBER 1. (LJ)

VT 101 615
PIETERSE, CHARLES
WORLD OF WORK, VOLUME IV, INDUSTRIOLOGY PLANBOOK. FINAL REPORT.

CONTOOCOOK VALLEY REGIONAL SCHOOL DISTRICT, PETERBOROUGH, N.H.
BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUN73 210P.

DESCRIPTORS - *PERFORMANCE CRITERIA; *LESSON PLANS; *VOCATIONAL EDUCATION; *INDUSTRIAL EDUCATION; HOME ECONOMICS EDUCATION; HEALTH OCCUPATIONS; BUSINESS EDUCATION; *DEVELOPMENTAL PROGRAMS
IDENTIFIERS - NEW HAMPSHIRE; WORLD OF WORK

ABSTRACT - THIS DOCUMENT CONSISTS OF LESSON OUTLINES AND LISTS OF PERFORMANCE CRITERIA FOR INDUSTRIAL, HOME ECONOMICS, HEALTH, AND BUSINESS OCCUPATIONS, AMONG OTHERS. GRADES 7 AND 8 AS WELL AS FIRST AND SECOND YEAR VOCATIONAL GRADES ARE INCLUDED. NO TABLE OF CONTENTS IS PROVIDED. (LJ)

VT 101 616
INDUSTRIAL EDUCATION INSTRUCTIONAL GUIDE FOR ELECTRICITY/ELECTRONICS.

HAWAII STATE DEPT. OF EDUCATION, HONOLULU. OFFICE OF INSTRUCTIONAL SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 103P.

DESCRIPTORS - *INDUSTRIAL EDUCATION; *TEACHING GUIDES; *ELECTRICITY; *ELECTRONICS; *SECONDARY GRADES; COURSE CONTENT
IDENTIFIERS - HAWAII

ABSTRACT - THIS TEACHING GUIDE FOR COURSES IN ELECTRICITY AND ELECTRONICS IN THE SECONDARY SCHOOLS IN HAWAII PROVIDES THE INSTRUCTOR WITH COURSE OUTLINES, PROCEDURES, AND SUBJECT MATTER CONTENT OF A GENERAL AND EXPLORATORY NATURE. A 3-COLUMN GUIDE CONTAINS PERFORMANCE OBJECTIVES, SUB-CONCEPTS, AND SUGGESTED LEARNING ACTIVITIES CONCERNED WITH ELECTRICAL ENERGY. TOPICS INCLUDE THEORY, APPLICATION, AND CONTROL RELATED TO ELECTRICALLY POWERED EQUIPMENT AND COMMUNICATIONS EQUIPMENT AND TO SUCH CAREER FACTORS AS OCCUPATIONS, ECONOMICS, AND CONSUMER INFORMATION. (AUTHOR/MU)

VT 101 618
MCKEEL, JACK, AND OTHERS
JOBSITE SUPERVISOR INSTRUCTOR'S MANUAL FOR ELECTRICAL APPRENTICE TECHNICAL TRAINING FOR CORRESPONDENCE.

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH. DEPT. OF COMMUNITY COLLEGES.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - MAR73 244P.

DESCRIPTORS - *MANUALS; *CORRESPONDENCE COURSES; *ELECTRICAL OCCUPATIONS; *TECHNICAL EDUCATION; *APPRENTICESHIPS

ABSTRACT - A JOBSITE INSTRUCTOR'S MANUAL FOR USE WITH A 4-YEAR SERIES OF CORRESPONDENCE COURSES FOR ELECTRICAL APPRENTICE TECHNICAL TRAINING. THIS DOCUMENT PROVIDES ASSIGNMENT AND INFORMATION SHEETS FOR STUDYING RELATED TOPICS NECESSARY IN TRAINING ELECTRICAL APPRENTICES. PRIOR TO THE USE OF THESE COURSES WHICH PROVIDE THE TECHNICAL AND THEORETICAL

FOUNDATION THAT HELP THE APPRENTICE LEARN THE TRADE THOROUGHLY AND ACCURATELY, HE OR SHE WILL HAVE COMPLETED A PHASE OF ON-THE-JOB TRAINING. LESSONS IN THIS MANUAL ARE ARRANGED BY TOPIC TO REFLECT THE SEQUENCE OF ON-THE-JOB TRAINING AND THEY STRESS ELECTRICAL INSTALLATION RATHER THAN ELECTRONICS. THE INFORMATION IS INTENDED NOT AS A LESSON PLAN, BUT TO REFRESH THE INSTRUCTOR'S MEMORY AND TO PROVIDE ANSWERS TO QUESTIONS WHICH THE APPRENTICE MAY ASK CONCERNING ASSIGNED MATERIAL. THE MANUAL CONTAINS ALL FOUR UNITS OF THE SERIES WHICH ARE DIVIDED BY A TABLE OF CONTENTS FOR EACH, LISTING THE LESSON TOPICS FOR THAT YEAR'S WORK. (LJ)

VT 101 619
MCKEEL, JACK, AND OTHERS
RELATED INSTRUCTIONAL MATERIAL FOR ELECTRICAL APPRENTICE TECHNICAL TRAINING. STUDENT WORKSHEETS. SERIES NO. A (FIRST YEAR).

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH. DEPT. OF COMMUNITY COLLEGES.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL71 120P.

DESCRIPTORS - *WORKSHEETS; *CORRESPONDENCE COURSES; *ELECTRICAL OCCUPATIONS; *TECHNICAL EDUCATION; *APPRENTICESHIPS

ABSTRACT - THIS DOCUMENT CONSISTS OF STUDENT WORKSHEETS AND RELATED INSTRUCTIONAL MATERIAL FOR FIRST-YEAR ELECTRICAL APPRENTICES. THESE CORRESPONDENCE MATERIALS ARE TO BE USED AFTER THE STUDENT COMPLETES A PHASE OF ON-THE-JOB TRAINING. THE WORKSHEETS CONTAIN PROBLEMS TO SOLVE, QUESTIONS TO ANSWER, DIAGRAMS TO DRAW, AND BLUEPRINTS TO CONSULT. (AUTHOR/LJ)

VT 101 620
MCKEEL, JACK, AND OTHERS
RELATED INSTRUCTIONAL MATERIAL FOR ELECTRICAL APPRENTICE TECHNICAL TRAINING, STUDENT WORKSHEETS. SERIES NO. B (SECOND YEAR).

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH. DEPT. OF COMMUNITY COLLEGES.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 109P.

DESCRIPTORS - *WORKSHEETS; *CORRESPONDENCE COURSES; *ELECTRICAL OCCUPATIONS; *TECHNICAL EDUCATION; *APPRENTICESHIPS

ABSTRACT - THIS DOCUMENT CONSISTS OF STUDENT WORKSHEETS AND RELATED INSTRUCTIONAL MATERIAL FOR SECOND-YEAR ELECTRICAL APPRENTICES. THESE CORRESPONDENCE MATERIALS ARE TO BE USED AFTER THE STUDENT COMPLETES A PHASE OF ON-THE-JOB TRAINING AND THE FIRST SERIES OF THIS COURSE. THE WORKSHEETS CONTAIN PROBLEMS TO SOLVE, QUESTIONS TO ANSWER, DIAGRAMS TO DRAW, AND BLUEPRINTS TO CONSULT. (AUTHOR/LJ)

VT 101 621
MCKEEL, JACK, AND OTHERS
INSTRUCTOR'S MANUAL FOR ELECTRICAL APPRENTICE TECHNICAL TRAINING. SERIES NO. C (THIRD YEAR).

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH. DEPT. OF COMMUNITY COLLEGES.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 142P.

DESCRIPTORS - *WORKSHEETS; *CORRESPONDENCE COURSES; *ELECTRICAL OCCUPATIONS; *TECHNICAL EDUCATION; *APPRENTICESHIPS

ABSTRACT - THIS DOCUMENT CONSISTS OF STUDENT WORKSHEETS AND RELATED INSTRUCTIONAL MATERIAL FOR THIRD-YEAR ELECTRICAL APPRENTICES. THESE CORRESPONDENCE MATERIALS ARE TO BE USED AFTER THE STUDENT COMPLETES A PHASE OF ON-THE-JOB TRAINING AND THE FIRST TWO SERIES OF THIS COURSE. THE WORKSHEETS CONTAIN PROBLEMS TO SOLVE, QUESTIONS TO ANSWER, DIAGRAMS TO DRAW, AND BLUEPRINTS TO CONSULT. (AUTHOR/LJ)

VT 101 622
MCKEEL, JACK, AND OTHERS
INSTRUCTOR'S MANUAL FOR ELECTRICAL APPRENTICE TECHNICAL TRAINING.

SERIES NO. D (FOURTH YEAR).

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH. DEPT. OF COMMUNITY COLLEGES.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 114P.

DESCRIPTORS - *WORKSHEETS; *CORRESPONDENCE COURSES; *ELECTRICAL OCCUPATIONS; *TECHNICAL EDUCATION; *APPRENTICESHIPS

ABSTRACT - THIS DOCUMENT CONSISTS OF STUDENT WORKSHEETS AND RELATED INSTRUCTIONAL MATERIAL FOR FOURTH-YEAR ELECTRICAL APPRENTICES. THESE CORRESPONDENCE MATERIALS ARE TO BE USED AFTER THE STUDENT COMPLETES A PHASE OF ON-THE-JOB TRAINING AND THE FIRST THREE SERIES OF THIS COURSE. THE WORKSHEETS CONTAIN PROBLEMS TO SOLVE, QUESTIONS TO ANSWER, DIAGRAMS TO DRAW, AND BLUEPRINTS TO CONSULT. (AUTHOR/LJ)

VT 101 831
MASCIO, JOSEPH W.; O'CONNOR, PATRICK J.
AN ANALYSIS OF THE TERMINAL MATERIALS HANDLING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 138P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 830 AND VT 101 832 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *SERVICE OCCUPATIONS; *SERVICE VEHICLES; TRANSPORTATION; DELIVERY SYSTEMS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION
IDENTIFIERS - *TRUCKING INDUSTRY

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME DESCRIBES THE TASKS REQUIRED OF A MATERIALS HANDLER IN MOTOR TRANSPORTATION, WHICH RANGE FROM SUPERVISION TO ACTUAL LOADING AND UNLOADING OF MATERIALS. (AUTHOR/MF)

VT 101 838
FRASS, MELVIN R.; KRAUSE, MARVIN
AN ANALYSIS OF THE AIR CONDITIONING, REFRIGERATING AND HEATING OCCUPATIONS.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 398P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 837 AND VT 101 839 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *REFRIGERATION MECHANICS; AIR CONDITIONING; HEATING; *SERVICE OCCUPATIONS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED

FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME ANALYZES THE BASIC SKILLS OF THE AIR CONDITIONING, REFRIGERATION, AND HEATING FIELDS COVERING BOTH INSTALLATION AND SERVICING OF EQUIPMENT. (AUTHOR/MF)

VT 101 839
STRANKE, EDWARD J.; SPECK, SAMUEL R.
AN ANALYSIS OF THE AUTO BODY REPAIR OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 422P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 838 AND VT 101 840 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *AUTO BODY REPAIRMEN; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. SOME OF THE MAJOR DUTIES AND RELATED TASKS OF THE AUTO BODY REPAIR TRADE ARE PRESENTED IN THIS VOLUME, INCLUDING MANAGEMENT, SHEET METAL REPAIR AND REPLACEMENT, FRAMEWORK, AND VARIOUS ADJUSTMENTS. (AUTHOR/MF)

VT 101 840
CONNOR, MICHAEL; THOMAN, LEROY
AN ANALYSIS OF THE AUTO MECHANIC OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 218P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 839 AND VT 101 841 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *AUTO MECHANICS (OCCUPATION); *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE AUTO MECHANIC TASKS DESCRIBED IN THIS VOLUME INCLUDE DIAGNOSIS, MAINTENANCE, AND REPAIR OF AUTOMOTIVE SYSTEMS. (AUTHOR/MF)

VT 101 841
MCKINNEY, ORAL O., AND OTHERS
AN ANALYSIS OF THE CARPENTRY OCCUPATION.

OHIO STATE UNIV., COLUMBUS.
INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 246P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 840 AND VT 101 842 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *CARPENTERS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. TASK ANALYSIS OF THE CARPENTRY TRADE IS PROVIDED IN THIS VOLUME, COVERING THE PROGRESS OF A HOUSE FROM THE FIRST STUDY OF THE BLUEPRINTS TO LAYING OUT OF THE EXCAVATION AND CONTINUING STEP BY STEP UNTIL THE INTERIOR FINISH IS APPLIED TO THE COMPLETED STRUCTURE. (AUTHOR/MF)

VT 101 842
MOWEN, KENNETH A., AND OTHERS
AN ANALYSIS OF THE COMMERCIAL ART OCCUPATION.

OHIO STATE UNIV., COLUMBUS.
INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 56P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 841 AND VT 101 843 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *COMMERCIAL ART; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. TASK STATEMENTS FOR THE MAJOR DUTY AREAS IN THE FIELD OF COMMERCIAL ART ARE PRESENTED IN THIS VOLUME. THE COMMERCIAL ARTIST DEVELOPS IDEAS INTO GRAPHIC FORMS USING A VARIETY OF METHODS AND MEDIA TO MEET THE NEEDS OF DIFFERENT CLIENTS. (AUTHOR/MF)

VT 101 843
HALL, EUGENE J.; TURNER, RAYMOND C.
AN ANALYSIS OF THE INDUSTRIAL MECHANICS OCCUPATION.

OHIO STATE UNIV., COLUMBUS.
INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 298P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 842 AND VT 101 844 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *MACHINE REPAIRMEN; *MECHANICS (PROCESS); EQUIPMENT MAINTENANCE;

*JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME ANALYZES THE WORK ACTIVITIES INVOLVED IN THE INSTALLATION, REPAIR, AND MAINTENANCE OF VARIOUS TYPES OF INDUSTRIAL EQUIPMENT AND MACHINERY. (AUTHOR/MF)

VT 101 844
PLESCIA, GEORGE W., AND OTHERS
AN ANALYSIS OF THE DRAFTING OCCUPATION.

OHIO STATE UNIV., COLUMBUS.
INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 284P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 843 AND VT 101 845 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *DRAFTING; *DRAFTSMEN; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE DRAFTING OCCUPATION IS ANALYZED IN THIS VOLUME BY DIVIDING IT INTO UNITS OF EMPLOYMENT RATHER THAN TRADE SPECIALISTS. A DRAFTSMAN INTERPRETS THE IDEAS OF THE ENGINEER IN THE FORM OF WORKING PLANS OR DETAILED DRAWINGS. (AUTHOR/MF)

VT 101 845
KILO, JOSEPH L.
AN ANALYSIS OF THE DIESEL TRUCK MECHANIC OCCUPATION.

OHIO STATE UNIV., COLUMBUS.
INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 376P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 844 AND VT 101 846 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND

SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. ANALYSIS OF THE DIESEL TRUCK MECHANIC OCCUPATION IN THIS VOLUME IS ORGANIZED BY RELATED TASK SYSTEMS FOR THE MAINTENANCE AND REPAIR DUTIES OF A JOURNEYMAN MECHANIC. (AUTHOR/MF)

VT 101 847
WINFREY, PRINCE J.; MORSE, DAVID L.
AN ANALYSIS OF THE AUTOMOTIVE SERVICE OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 134P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 846 AND VT 101 848 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *AUTO PARTS MEN; *AUTO MECHANICS (OCCUPATION); SUPERVISORS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. DUTIES OF AN AUTOMOTIVE SERVICE ADVISER WORKING IN AN AUTOMOTIVE DEALERSHIP OR INDEPENDENT SERVICE CENTER ARE ANALYZED IN THIS VOLUME. THE WORKER IS PRIMARILY RESPONSIBLE FOR SALES AND SERVICE AND MAY SUPERVISE OTHER SERVICE WORKERS. (AUTHOR/MF)

VT 101 850
HALL, CHARLES W.; EMORY, HAROLD L.
AN ANALYSIS OF THE MACHINE TRADES OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 252P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 849 AND VT 101 851 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *MACHINE TOOL OPERATORS; *MACHINISTS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE MACHINE TRADES ARE EXAMINED IN THIS VOLUME, PRESENTING AN OCCUPATIONAL ANALYSIS OF THE TASKS PERFORMED BY A BEGINNING MACHINIST. (AUTHOR/MF)

VT 101 851
INNIS, GENE A., AND OTHERS

AN ANALYSIS OF THE LITHOGRAPHIC PRINTING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 138P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 850 AND VT 101 852 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *PRINTING; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION
IDENTIFIERS - *LITHOGRAPHY

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. DEVELOPED BY TRADESPEOPLE AND TEACHERS WITH EXPERIENCE IN PRINTING BUSINESSES, THIS VOLUME COVERS A VARIETY OF DUTIES AND TASKS ENCOUNTERED IN LITHOGRAPHY. (AUTHOR/MF)

VT 101 852
POMEROY, JAMES W., AND OTHERS
AN ANALYSIS OF THE TELEVISION AND RADIO SERVICE OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 226P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 851 AND VT 101 853 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *TELEVISION REPAIRMEN; *RADIO TECHNOLOGY; ELECTRONIC TECHNICIANS; *JOB SKILLS; *OCCUPATIONAL INFORMATION; *TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME ANALYZES TASKS INVOLVED IN THE JOB OF THE TELEVISION AND RADIO SERVICE TECHNICIAN IN INSTALLING AND REPAIRING HOME ELECTRONIC ENTERTAINMENT PRODUCTS, INCLUDING TELEVISION, RADIOS, PHONOGRAPHS, STEREO EQUIPMENT, INTERCOMMUNICATION EQUIPMENT, AND TAPE RECORDERS. (AUTHOR/MF)

VT 101 853
SCRUGGS, KENNETH
AN ANALYSIS OF THE RESIDENTIAL REMODELING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 164P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 852 AND VT 101 854 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *BUILDING TRADES; HOUSING; *BUILDING IMPROVEMENT; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE TASK ANALYSIS IN THIS VOLUME IS FOR RESIDENTIAL REMODELING, INCLUDING CARPENTRY, PLUMBING, ELECTRICITY, MASONRY, ROOFING, AND PAINTING. THE STRESS IN THIS OCCUPATION FALLS IN THE AREA OF TROUBLESHOOTING AND MUCH OF THE TRADE CAN BE LEARNED ONLY ON-THE-JOB. (AUTHOR/MF)

VT 101 855
PUCCI, ALEX L.; REICHEL, GEORGE F.
AN ANALYSIS OF THE WELDING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 160P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 854 AND VT 101 856 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *WELDERS; *WELDING; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. AN ANALYSIS OF JOB SKILLS USED BY THE AVERAGE WELDER IS PRESENTED IN THIS VOLUME, INCLUDING BASIC SKILLS IN THE AREAS OF OXY/ACETYLENE, ELECTRIC ARC, TUNGSTEN INERT-GAS ARC, AND METALLIC INERT-GAS ARC WELDING. (AUTHOR/MF)

VT 101 856
CLARK, ANTHONY B., AND OTHERS
AN ANALYSIS OF THE WASTE WATER TREATMENT MECHANIC OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 220P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 855 AND VT 101 857 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *WATER POLLUTION CONTROL; *WASTE DISPOSAL; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A

STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. OCCUPATIONAL JOB ANALYSES FOR WASTEWATER TREATMENT OPERATORS AND MAINTENANCE MECHANICS ARE PRESENTED IN THIS VOLUME, COVERING STEPS AND PROCESSES REQUIRED FOR PRETREATMENT, PRIMARY, AND SECONDARY TREATMENT OF MUNICIPAL WASTEWATERS. (AUTHOR/MF)

VT 101 857
NICHOLS, LOWELL E.
AN ANALYSIS OF THE TYPEWRITER SERVICING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 116P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 856 AND VT 101 858 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *OFFICE MACHINES; *MACHINE REPAIRMEN; TYPEWRITING; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME ANALYZES TASKS REQUIRED OF A TYPEWRITER SERVICE SPECIALIST, BOTH IN THE CUSTOMER'S OFFICE AND IN THE REPAIR SHOP. (AUTHOR/MF)

VT 101 858
DEARTH, CHARLES E.; NORDVIG, CARL A.
AN ANALYSIS OF THE RESIDENTIAL ELECTRICITY OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 176P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 857 AND VT 101 859 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *ELECTRICIANS; *ELECTRICAL OCCUPATIONS; HOUSING; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE SKILLS

NEEDED TO PERFORM THE DUTIES OF A RESIDENTIAL ELECTRICIAN ARE ANALYZED IN THIS VOLUME. IT DOES NOT COVER THE COMPLETE WORK OF A MASTER ELECTRICIAN, ONLY THE BASIC SKILLS NEEDED TO DO RESIDENTIAL WIRING. (AUTHOR/MF)

VT 101 859
PFLEGHAAR, JOHN A., AND OTHERS
AN ANALYSIS OF THE TELECOMMUNICATIONS OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 106P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 858 AND VT 101 860 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *TELECOMMUNICATION; EQUIPMENT MAINTENANCE; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. DUTIES OF THE TELECOMMUNICATIONS JOB CLUSTER, DEFINED AS THE AREA OF TELEPHONES, TWO-WAY RADIO, CABLE TELEVISION, DATA TRANSFER, TELETYPE, FACSIMILE, AND OTHER ALLIED FIELDS, ARE ANALYZED IN THIS VOLUME. (AUTHOR/MF)

VT 101 869
CHRIST, CHRISTOS G.; DELUZIN, JAMES B.
AN ANALYSIS OF THE AUTO PARTS COUNTERPERSON OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 234P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 823 THRU VT 101 868 AND VT 101 870 THRU VT 101 874.

DESCRIPTORS - *TASK ANALYSIS; *AUTO PARTS MEN; *SALES OCCUPATIONS; FACILITY INVENTORY; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THE OCCUPATIONAL ANALYSIS IN THIS VOLUME APPLIES TO THE AUTO PARTS COUNTERPERSON WHO SELLS AUTO REPLACEMENT PARTS, ACCESSORIES, AND SERVICES TO THE AUTOMOTIVE REPAIR SERVICE INDUSTRIES AND TO RETAIL CUSTOMERS AND WHO IS RESPONSIBLE FOR STOCKING AN ADEQUATE INVENTORY. (AUTHOR/MF)

VT 101 974
HOOVER, VIRGIL
AUTO MECHANICS. AUTO MECHANIC

SERVICE SPECIALIST (LUBRICATION).

APOPKA MEMORIAL HIGH SCHOOL, FLA. ORANGE COUNTY PUBLIC SCHOOLS, ORLANDO, FLA.; BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
OEC-0-73-6370
ORANGE COUNTY CAREER DEVELOPMENT PROGRAM; 410 WOODS AVENUE; ORLANDO, FLORIDA 32805.
PUB DATE - 73 43P.; RELATED DOCUMENT VT 101 975 IN THIS ISSUE.

DESCRIPTORS - *AUTO MECHANICS; *LEARNING ACTIVITIES; *CURRICULUM GUIDES; *INDIVIDUALIZED INSTRUCTION; TRADE AND INDUSTRIAL EDUCATION; JOB SKILLS

ABSTRACT - THIS UNIT OF INDIVIDUALIZED LEARNING ACTIVITIES IS DESIGNED TO PROVIDE TRAINING IN THE JOB SKILL, LUBRICATION, FOR THE PROSPECTIVE AUTO MECHANIC SERVICE SPECIALIST. THE MATERIALS IN THE UNIT ARE DIVIDED INTO TWO SECTIONS. THE DEVELOPMENTAL, OR PRELIMINARY PHASE, FOR USE BY THE INSTRUCTOR, INCLUDES BRIEF DESCRIPTIONS OF THE JOB AND OF THE STUDENT POPULATION, AND LISTINGS OF THE SPECIFIC TASKS, COURSE PREREQUISITES AND OBJECTIVES. THE CURRICULUM PHASE, FOR USE BY THE STUDENT, CONTAINS DIRECTIONS, OBJECTIVES, ACTIVITIES, WORKSHEETS, PRETESTS AND POSTTESTS. THESE TWO COMPONENTS TOGETHER FORM A "JOB ENTRY", A UNIT OF WORK WHICH, WHEN COMPLETED BY THE STUDENT, INSURES HIS TRAINING IN A DESIGNATED JOB SKILL. SUGGESTIONS ARE INCLUDED TO AID THE INSTRUCTOR IN HIS ROLE AS GUIDE IN THE INDIVIDUALIZED INSTRUCTION FORMAT. (NJ)

VT 102 001
TASK ANALYSIS FOR INDUSTRIAL PLASTICS.

WASHINGTON STATE COORDINATING COUNCIL FOR OCCUPATIONAL EDUCATION, OLYMPIA.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
460-70-014
PUB DATE - ND 81P.

DESCRIPTORS - *TASK ANALYSIS; *PLASTICS; *INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; ADVISORY COMMITTEES; *MACHINE TOOL OPERATORS
IDENTIFIERS - WASHINGTON; LOCAL EDUCATION AGENCIES

ABSTRACT - THIS GUIDE IS DESIGNED TO PROVIDE A BASIS FOR EFFECTIVE COMMUNICATION BETWEEN LOCAL EDUCATION AGENCIES AND LOCAL ADVISORY COMMITTEES REGARDING INDUSTRIAL PLASTICS EDUCATION AND TO COMMUNICATE NATIONAL AND STATEWIDE PROGRAM REQUIREMENTS SO THAT LOCAL ADVISORY COMMITTEES MAY RECOMMEND PROGRAM REQUIREMENTS THAT MEET LOCAL NEEDS WITH DUE CONCERN FOR STATE AND NATIONAL NEEDS. THERE IS RECENT EVIDENCE THAT THE PLASTICS INDUSTRY AS A WHOLE IS LESS AEROSPACE ORIENTED AND BECOMING MORE INDUSTRIAL PLASTICS ORIENTED. HENCE IT IS RECOMMENDED THAT A SCHOOL PLANNING A PREPARATORY PROGRAM CAREFULLY REVIEW ITS OBJECTIVES WITH ITS LOCAL ADVISORY COMMITTEE. THE DOCUMENT IS ORGANIZED BY TASK ANALYSIS AND COURSE OBJECTIVES FOR THE THREE JOBS OF MACHINE AND HAND PARTS FINISHER, PLASTIC BENCH MECHANIC, AND PLASTER AND PLASTIC TOOLING MECHANIC. FOR EACH VOCATION, STEPS TO ACCOMPLISH THE EACH TASK AND WHAT CONSTITUTES SATISFACTORY PERFORMANCE ARE DESCRIBED. (AUTHOR/LJ)

VT 102 004
VOCATIONAL TRAINING. PRINTING.

PENNSYLVANIA STATE DEPT. OF JUSTICE, HARRISBURG. BUREAU OF CORRECTION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
PUB DATE - ND 31P.

DESCRIPTORS - *INDUSTRIAL ARTS; *PRINTING; *CORRECTIONAL EDUCATION; *CURRICULUM GUIDES; INDIVIDUALIZED INSTRUCTION
IDENTIFIERS - PENNSYLVANIA; IBM SELECTRIC COMPOSER OPERATOR

ABSTRACT - THE PURPOSE OF THIS PUBLICATION IS TO GIVE A BRIEF BUT COMPREHENSIVE CONCEPT OF VOCATIONAL TRAINING WITHIN THE INDUSTRIES DIVISION OF THE PENNSYLVANIA BUREAU OF CORRECTION. THE MESSAGE IS PRIMARILY INTENDED TO GIVE DIRECTION TO THE TRAINING STAFF, FACTORY FOREMEN AND/OR THE TRADESMAN INSTRUCTOR. THE CURRICULUM IS STRUCTURED TO GIVE THE RESIDENT A BALANCE BETWEEN THE REQUIRED THEORY AND ACTUAL HANDS-ON WORK APPLICATION. PERFORMANCE OBJECTIVES 1-10 FOR THE JOB IBM SELECTRIC COMPOSER OPERATOR ARE PROVIDED TO BE USED ON AN INDIVIDUALIZED BASIS. (AUTHOR/LJ)

VT 102 008
PACE, FRANK
BARBERING. A TEACHER'S GUIDE.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.; PASSAIC COUNTY VOCATIONAL TECHNICAL SCHOOL, PASSAIC, N.J.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
NEW JERSEY VOCATIONAL-TECHNICAL CURRICULUM LAB.; BUILDING 4103 - KILMER CAMPUS; RUTGERS UNIVERSITY; NEW BRUNSWICK, NJ 08903. ($1.50 PLUS POSTAGE)
PUB DATE - APR75 75P.

DESCRIPTORS - *TEACHING GUIDES; *BARBERS; *TRADE AND INDUSTRIAL EDUCATION; *COURSE CONTENT; *VOCATIONAL HIGH SCHOOLS
IDENTIFIERS - NEW JERSEY; STATE LEGISLATION

ABSTRACT - THIS COURSE OUTLINE EMPHASIZES THE TRADE OF BARBERING AND IS INTENDED TO BE PART OF A COMPLETE COURSE OF INSTRUCTION WHICH PROVIDES BOTH A THOROUGH FOUNDATION IN THE FUNDAMENTAL SKILLS AND KNOWLEDGE OF THE BARBER TRADE AND THE DEVELOPMENT OF GOOD WORK HABITS AND ATTITUDES INCLUDING AN APPRECIATION OF THE IMPORTANCE OF SAFETY. THE STUDENT IS INTENDED TO HAVE ACTUAL BARBER SHOP EXPERIENCE IN CONJUNCTION WITH THIS HIGH SCHOOL LEVEL COURSE. THE INTRODUCTION TO THIS GUIDE PRESENTS INFORMATION ABOUT HOW TO SET UP THE COURSE, INCLUDING FACILITIES NEEDED AND NEW JERSEY STATE LAW. COURSE CONTENT OUTLINES ARE PRESENTED FOR THE AREAS OF: (1) SHOP SAFETY AND SANITATION, (2) HISTORY OF BARBERING, (3) PRACTICAL SKILLS, (4) TOOL INFORMATION, AND (5) PERSONAL HYGIENE AND HEALTH HABITS. RELATED AND THEORETICAL COURSE CONTENT IS ALSO AVAILABLE. STUDENT INFORMATION SHEETS, LESSON PLANS, AND TEACHER'S AIDS COMPLETE THE DOCUMENT. (LJ)

VT 102 009
PARSON, WILLIAM E.
DEVELOP A PRE-VOCATIONAL PROGRAM FOR FRESHMEN STUDENTS IN A COMPREHENSIVE AREA VOCATIONAL SCHOOL. FINAL REPORT.

HAMMOND SCHOOL CITY, IND.
INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS. DIV. OF VOCATIONAL EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
PUB DATE - 31MAR75 37P.; SEE RELATED DOCUMENT VT 102 149 IN THIS ISSUE.

DESCRIPTORS - *PREVOCATIONAL EDUCATION; *GRADE 9; *DEVELOPMENTAL PROGRAMS; *CAREER EDUCATION; *CURRICULUM DEVELOPMENT; *INSTRUCTIONAL MATERIALS; AREA VOCATIONAL SCHOOLS; GRAPHIC ARTS; METAL WORKING OCCUPATIONS; BUILDING TRADES; ELECTRICAL OCCUPATIONS
IDENTIFIERS - HAMMOND; INDIANA

ABSTRACT - A PROJECT DESIGNED TO DEVELOP A PREVOCATIONAL PROGRAM FOR GRADE 9 STUDENTS IN A COMPREHENSIVE AREA VOCATIONAL SCHOOL IS DESCRIBED IN THIS FINAL REPORT. THE MAJOR GOALS OF THE PROJECT WERE TO ENABLE STUDENTS TO MAKE WISE CAREER CHOICES AND TO DEVELOP BETTER WORK HABITS AND ATTITUDES. OTHER GOALS WERE TO IDENTIFY THE POSSIBLE NEED FOR 10TH GRADE PREVOCATIONAL PROGRAMS AND TO FURTHER INVOLVE THE

COMMUNITY IN THE PROCESS OF VOCATIONAL EDUCATION. A TOTAL OF 66 UNIT PACKETS WERE WRITTEN FOR THE CLUSTER AREAS OF GRAPHICS, METALS, CONSTRUCTION, AND ELECTRICITY-ELECTRONICS. EACH OF THE PACKETS INCLUDED INSTRUCTION SHEETS, AUDIOVISUAL MATERIALS, SUGGESTED FIELD TRIPS AND APPROPRIATE EVALUATION INSTRUMENTS. OCCUPATIONAL ANALYSIS WAS USED AS THE BASIS FOR PACKAGE DEVELOPMENT. THE PACKAGES ARE CURRENTLY BEING FIELD TESTED. (VA)

VT 102 026
CANEI, ROBERT A.
TEACHER TACTICS.

OHIO STATE UNIV., COLUMBUS. DISTRIBUTIVE EDUCATION MATERIALS LAB.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
OHIO DISTRIBUTIVE EDUCATION MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, 115 TOWNSHEND HALL, COLUMBUS, OHIO 43210.
PUB DATE - ND 137P.

DESCRIPTORS - *TEACHING METHODS; *INSTRUCTIONAL MATERIALS; *TEACHING SKILLS; *TEACHING TECHNIQUES; *EFFECTIVE TEACHING; CLASSROOM TECHNIQUES; INSTRUCTIONAL AIDS; LESSON PLANS

ABSTRACT - THE OBJECTIVE OF THIS HANDBOOK IS TO ACQUAINT THE INEXPERIENCED INSTRUCTOR WITH THE ESSENTIAL FACTORS IN THE TEACHING SITUATION: (1) CHARACTERISTICS OF THE STUDENT, (2) OBJECTIVES OF THE COURSE OF INSTRUCTION, (3) HOW TO PLAN AND PRESENT THE LESSON, (4) INSTRUCTIONAL METHODS, (5) VARIOUS AIDS TO INSTRUCTION, AND (6) RESOURCES FOR MATERIALS. THE SUGGESTIONS CONTAINED IN THE HANDBOOK ARE ALSO USEFUL TO THE EXPERIENCED INSTRUCTOR AGAINST WHICH HIS PAST PRACTICES CAN BE EVALUATED AND HOPEFULLY IMPROVED. THE LAST SECTION PRESENTS TIPS ON TEACHING ADULTS. (AUTHOR/VA)

VT 102 038
SHASHACK, WILLARD F., ED.
OCCUPATIONAL SAFETY AND HEALTH ACT HANDBOOK FOR VOCATIONAL AND TECHNICAL EDUCATION TEACHERS.

ILLINOIS UNIV., URBANA. DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
RURBAN EDUCATION DEVELOPMENT LABORATORY, DEPARTMENT OF VOCATIONAL AND TECHNICAL EDUCATION, UNIVERSITY OF ILLINOIS AT URBANA, 357 EDUCATION BUILDING, URBANA, ILLINOIS.
PUB DATE - JUL74 75P.

DESCRIPTORS - ACCIDENT PREVENTION; *TRADE AND INDUSTRIAL TEACHERS; *SAFETY; *CHECK LISTS; FEDERAL LEGISLATION; STANDARDS; HIGH SCHOOL STUDENTS; *SCHOOL SHOPS; *SAFETY EQUIPMENT
IDENTIFIERS - *OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970

ABSTRACT - THE PURPOSE OF THIS HANDBOOK IS TO ASSIST THE SCHOOL SHOP TEACHER IN PARTICIPATING IN A MANNER OF VOLUNTARY COMPLIANCE WITH THE STANDARDS AND REGULATIONS OF THE OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970. THE FIRST MAJOR SECTION DEALS WITH GENERAL SHOP SAFETY, AND HOW THE SHOP TEACHER CAN USE THE CHECKLIST TO CONTROL POSSIBLE SAFETY VIOLATIONS IN HIS SHOP. THE FOLLOWING CHAPTERS ARE OF A SPECIFIC NATURE, WITH CHECKLISTS TO MEET REQUIREMENTS FOR THE COMMON AREAS OF VOCATIONAL EDUCATION: MACHINE TOOL, WELDING, WOODWORKING, ELECTRICITY, AUTOMOTIVE, AND DRAFTING. AT THE CONCLUSION OF THIS GUIDE, THERE IS A SECTION DEALING WITH GENERAL RECORDKEEPING AND ACCIDENT REPORTING, A TIME TABLE FOR IMPLEMENTATION OF SAFETY STANDARDS, AND A SUGGESTED INSTRUCTIONAL REFERENCE LIST. (AUTHOR/NJ)

VT 102 044
COMPETENCY BASED EDUCATION. AN ANNOTATED BIBLIOGRAPHY.

WEST VIRGINIA STATE DEPT. OF EDUCATION, CHARLESTON. BUREAU OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
PUB DATE - 74 53P.

DESCRIPTORS - *ANNOTATED BIBLIOGRAPHIES; *PERFORMANCE BASED EDUCATION; *VOCATIONAL EDUCATION; RESOURCE GUIDES

ABSTRACT - MATERIALS INCLUDED IN THIS BIBLIOGRAPHY WERE COLLECTED DURING 1974 FOR THE EDUCATION PROFESSIONS DEVELOPMENT ACT PROJECT, "FAMILIARIZING TEACHERS WITH NEW CURRICULUM MATERIALS". OBJECTIVES OF THIS PROJECT WERE TO TRAIN VOCATIONAL TEACHERS IN COMPETENCY-BASED CURRICULAR MODELS. THE MATERIALS LISTED IN THIS BIBLIOGRAPHY ARE GROUPED AS FOLLOWS: AGRICULTURAL EDUCATION, ALLIED HEALTH OCCUPATIONS EDUCATION, BUSINESS AND OFFICE EDUCATION, HOME ECONOMICS EDUCATION, AND TRADE, INDUSTRIAL, AND TECHNICAL EDUCATION. EACH ENTRY NOTES THE AVAILABILITY AND COST OF THE ITEM. (AUTHOR/NJ)

VT 102 064
BALL AND ROLLER BEARINGS. A TEACHING REFERENCE.

AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS, GA.; FARM AND INDUSTRIAL EQUIPMENT INST., CHICAGO, ILL.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
PUB DATE - ND 28P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *MECHANICAL EQUIPMENT; TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - *BEARINGS

ABSTRACT - THIS MANUAL PROVIDES A SUBJECT REFERENCE FOR BALL AND ROLLER BEARINGS. THE FOLLOWING TOPICS ARE INCLUDED: (1) BEARING NOMENCLATURE, (2) BEARING USES, (3) BEARING CAPACITIES, (4) SHOP AREA WORKING CONDITIONS, (5) BEARING REMOVAL, (6) BEARING CLEANING AND INSPECTION, (7) BEARING REPLACEMENT, (8) BEARING LUBRICATION, (9) BEARING INSTALLATION, (10) BEARING FAILURES DUE TO IMPROPER SERVICING, (11) INSTALLATION RUNNING INSPECTION, AND (12) BEARING ADJUSTMENT THEORY. (VA)

VT 102 067
SPENCER, FREDERICK
INTRODUCTION TO THE CONTROL OF ELECTRIC MOTORS.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
NEW JERSEY VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, BLDG. 4103 KILMER CAMPUS, RUTGERS UNIVERSITY, NEW BRUNSWICK, N.J. 08903 ($3.00 PLUS POSTAGE)
PUB DATE - MAR75 116P.

DESCRIPTORS - *ELECTRIC MOTORS; *ELECTRIC CIRCUITS; *CURRICULUM GUIDES; VOCATIONAL EDUCATION; *ELECTRONIC CONTROL; INSTRUCTIONAL MATERIALS

ABSTRACT - THE FUNDAMENTALS OF ELECTRIC CIRCUITS AND ELECTRIC MACHINES ARE PRESENTED IN THIS TEXT, WITH AN EMPHASIS ON THE PRACTICAL OPERATION RATHER THAN ON MATHEMATICAL ANALYSES OF THEORIES INVOLVED. THE MATERIAL CONTAINED IN THE TEXT INCLUDES THE FUNDAMENTALS OF BOTH D.C. AND A.C. CIRCUITS TOGETHER WITH THE PRINCIPLES OF MAGNETISM AND ELECTRO-MAGNETIC INDUCTION, SO AS TO PROVIDE A FOUNDATION FOR THE UNDERSTANDING OF THE PRINCIPLES OF ELECTRIC MACHINERY OPERATION. APPLICATION OF THESE FUNDAMENTALS IS MADE IN THE DISCUSSION OF D.C. GENERATORS, D.C. MOTORS, TRANSFORMERS, A.C. GENERATORS, INDUCTION MOTORS, SYNCHRONOUS MOTORS, SINGLE-PHASE MOTORS, AND POLYPHASE MOTORS. REVIEW QUESTIONS ARE INCLUDED FOR EVALUATING STUDENT PROGRESS OR FOR CLASS DISCUSSION. (NJ)

VT 102 073
SALSBURY, ROBERT C.; KLINE, CHARLES R.
AN ANALYSIS OF THE SMALL ENGINE REPAIR OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
PUB DATE - ND 162P.; SEE RELATED DOCUMENTS VT 101 823 THROUGH 101 874 IN AIM, VOL. 8, NO. 4 AND VT 102 072 THROUGH 102 078 IN THIS ISSUE.

DESCRIPTORS - *TASK ANALYSIS; *MACHINE REPAIRMEN; ENGINES; *MECHANICS (PROCESS); EQUIPMENT MAINTENANCE; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. DUTIES OF THE SMALL ENGINE REPAIR MECHANIC ARE ANALYZED IN THIS VOLUME, SUCH AS MAINTAINING AND REPAIRING AIR AND WATER COOLED ENGINES USED ON LAWN AND GARDEN EQUIPMENT, AGRICULTURAL EQUIPMENT, OFF-THE-ROAD EQUIPMENT, RECREATIONAL EQUIPMENT AND OTHERS. (AUTHOR/MF)

VT 102 076
CLARK, ANTHONY B., AND OTHERS
AN ANALYSIS OF THE WASTE WATER TREATMENT OPERATOR OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
PUB DATE - ND 146P.; SEE RELATED DOCUMENTS VT 101 823 THROUGH 101 874 IN AIM, VOL. 8, NO. 4, AND VT 102 072 THROUGH 102 078 IN THIS ISSUE.

DESCRIPTORS - *TASK ANALYSIS; *WATER POLLUTION CONTROL; *WASTE DISPOSAL; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME DEVELOPS RUDIMENTARY OCCUPATIONAL ANALYSES FOR WASTEWATER TREATMENT OPERATORS AND MAINTENANCE MECHANICS, INCLUDING OPERATING SCREENING AND OTHER DEVICES, MONITORING AND RECORDING, AND INSPECTION AND TESTING. (AUTHOR/MF)

VT 102 077
CARLTON, EARNEST L.; HOLLAR, CHARLES E.
AN ANALYSIS OF THE PLUMBING OCCUPATION.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
PUB DATE - ND 254P.; SEE RELATED DOCUMENTS VT 101 823 THROUGH 101 874 IN AIM, VOL. 8, NO. 4, AND VT 102 072 THROUGH 102 078 IN THIS ISSUE.

DESCRIPTORS - *TASK ANALYSIS; *PLUMBING; *JOB SKILLS; *OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY / KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME PRESENTS A WIDE OVERVIEW OF THE JOB OF PLUMBING WITH RELATED PIPING, INCLUDING INSTALLATION AND MAINTENANCE OF SEWERS, DRAINS AND VENTS, WATER SUPPLY AND DISTRIBUTION, GAS AND OIL SYSTEMS, AND HOUSE LINES AND FIXTURES. (AUTHOR/MF)

VT 102 079
APPLEGATE, RONALD, AND OTHERS
HANDBOOK FOR BEGINNING TEACHERS.

DELAWARE STATE COLL., DOVER. DEPT. OF EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
PUB DATE - 75 34P.

DESCRIPTORS - *BEGINNING TEACHERS; *TEACHER BEHAVIOR; *EFFECTIVE TEACHING; TEACHING GUIDES; TEACHING SKILLS

ABSTRACT - THIS BRIEF HANDBOOK PRESENTS GENERAL GUIDELINES AND SUGGESTIONS FOR THE BEGINNING OR PROSPECTIVE TEACHER. IT DEALS WITH PROBLEMS AND CONCERNS OF INTEREST TO TEACHERS OF ALL SUBJECTS AT ALL LEVELS. THE CHARACTERISTICS AND QUALITIES OF A GOOD TEACHER ARE DISCUSSED. LESSON PLANNING, CLASSROOM MANAGEMENT, AND DISCIPLINE ARE ALSO TREATED BRIEFLY, ALONG WITH TESTING AND EVALUATION, STUDENT RECORDS, AND TEACHER EVALUATION. (NJ)

VT 102 080
ESTABLISH CRITERIA FOR STUDENT PERFORMANCE IN A VOCATIONAL EDUCATION PROGRAM. MODULE D-1. PROFESSIONAL VOCATIONAL TEACHER EDUCATION MODULE.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
PUB DATE - 11DEC72 28P.; SEE RELATED DOCUMENTS VT 102 081 THRU 102 084 IN THIS ISSUE.

DESCRIPTORS - *TEACHER EDUCATION CURRICULUM; *PERFORMANCE CRITERIA; *VOCATIONAL EDUCATION TEACHERS; *PERFORMANCE BASED EDUCATION; STUDENT EVALUATION; STUDY GUIDES

ABSTRACT - THIS MODULE, PART OF A VOCATIONAL TEACHER EDUCATION CURRICULUM UNIT, PROVIDES INSTRUCTION IN THE ESTABLISHMENT OF CRITERIA FOR STUDENT PERFORMANCE IN VOCATIONAL EDUCATION PROGRAMS. ESTABLISHING THESE OVERALL CRITERIA INVOLVES DETERMINING THE POINTS IN TIME FOR PERFORMANCE ASSESSMENT, THE PERFORMANCE OBJECTIVES TO BE ACHIEVED, AND THE LEVEL OF PERFORMANCE REQUIRED AT EACH ASSESSMENT. THE MODULE CONTAINS FOUR LEARNING EXPERIENCES, EACH WITH OBJECTIVES, ACTIVITIES AND OUTCOMES STATED IN BEHAVIORAL TERMS. A SUPPLEMENTARY SECTION

INCLUDES INFORMATION SHEETS, CHECKLISTS, AND CHARTS RELATING TO THE LEARNING EXPERIENCES. (NJ)

VT 102 081
ANALYZE AN OCCUPATION. MODULE #32, 33. PROFESSIONAL VOCATIONAL TEACHER EDUCATION MODULE.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
PUB DATE - 25SEP72 30P.; SEE RELATED DOCUMENTS VT 102 080 AND VT 102 082 THRU 102 084 IN THIS ISSUE.

DESCRIPTORS - *JOB ANALYSIS; *VOCATIONAL EDUCATION TEACHERS; *TEACHER EDUCATION CURRICULUM; STUDY GUIDES; VOCATIONAL EDUCATION; BEHAVIORAL OBJECTIVES

ABSTRACT - THIS MODULE, PART OF A VOCATIONAL TEACHER EDUCATION CURRICULUM UNIT, IS DESIGNED TO PREPARE THE VOCATIONAL EDUCATION TEACHER IN OCCUPATIONAL ANALYSIS. THE MODULE CONTAINS SEVEN LEARNING EXPERIENCES WHICH REQUIRE THE PROSPECTIVE VOCATIONAL EDUCATION TEACHER TO PLAN AN OCCUPATIONAL ANALYSIS AND TO ANALYZE SPECIFIC OCCUPATIONS WITH THE AID OF RESOURCE PEOPLE AND EXISTING OCCUPATIONAL ANALYSES. A SUPPLEMENTARY SECTION CONTAINS CHECKLISTS, EVALUATION FORMS, SELF-TESTS, AND INFORMATION SHEETS RELATED TO THE LEARNING EXPERIENCES. (NJ)

VT 102 082
SELECT AND OBTAIN STUDENT INSTRUCTIONAL MATERIALS. MODULE #73, 74, 75, 78. PROFESSIONAL VOCATIONAL TEACHER EDUCATION MODULE.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
PUB DATE - 03APR73 30P.; SEE RELATED DOCUMENTS VT 102 080, 102 081, 102 083 AND 102 084 IN THIS ISSUE.

DESCRIPTORS - *MEDIA SELECTION; *TEACHER EDUCATION CURRICULUM; *VOCATIONAL EDUCATION TEACHERS; LEARNING ACTIVITIES; STUDY GUIDES; INSTRUCTIONAL MATERIALS

ABSTRACT - PART OF A SERIES OF VOCATIONAL TEACHER EDUCATION MODULES, THIS LEARNING GUIDE IS DESIGNED TO HELP THE VOCATIONAL EDUCATION TEACHER SELECT AND OBTAIN INSTRUCTIONAL MATERIALS. THE MODULE CONTAINS THREE LEARNING EXPERIENCES, COMPLETE WITH OBJECTIVES, SELF-TESTS, INFORMATION SHEETS, AND CHECKLISTS. INCLUDED ALSO IS A DISCUSSION OF FACTORS TO BE CONSIDERED IN MATERIALS SELECTION SUCH AS LEVEL OF STUDENTS, AVAILABLE FACILITIES AND EQUIPMENT, AND ECONOMIC AND TIME CONSTRAINTS. IN ADDITION, THE SUPPLEMENTARY SECTION SUGGESTS POSSIBLE SOURCES OF INSTRUCTIONAL MATERIALS FOR CLASSROOM USE. (NJ)

VT 102 083
WRITE STUDENT PERFORMANCE OBJECTIVES FOR THE VOCATIONAL EDUCATION OFFERING. MODULE #39. PROFESSIONAL VOCATIONAL TEACHER EDUCATION MODULE.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
PUB DATE - 18SEP72 32P.; SEE RELATED DOCUMENTS VT 102 080 THRU 102 082 AND VT 102 084 IN THIS ISSUE.

DESCRIPTORS - *BEHAVIORAL OBJECTIVES; *VOCATIONAL EDUCATION TEACHERS; *TEACHER EDUCATION CURRICULUM; LEARNING ACTIVITIES; STUDY GUIDES

ABSTRACT - THIS MODULE, PART OF A VOCATIONAL TEACHER EDUCATION CURRICULUM UNIT, IS DESIGNED TO INSTRUCT THE VOCATIONAL EDUCATION TEACHER IN WRITING PERFORMANCE OBJECTIVES. THE MODULE CONTAINS SEVEN LEARNING EXPERIENCES, EACH WITH OBJECTIVES, ACTIVITIES, AND OUTCOMES STATED IN BEHAVIORAL TERMS. A SUPPLEMENTARY SECTION

INCLUDES INFORMATION SHEETS, SELF-TESTS, AND ANSWER KEYS RELATING TO THE LEARNING EXPERIENCES. (NJ)

VT 102 084
SEQUENCE STUDENT PERFORMANCE OBJECTIVES. MODULE #53, 54, 55. PROFESSIONAL VOCATIONAL TEACHER EDUCATION MODULE.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.
PUB DATE - 29MAR73 26P.; SEE RELATED DOCUMENTS VT 102 080 THRU 102 083 IN THIS ISSUE.

DESCRIPTORS - *TEACHER EDUCATION CURRICULUM; *VOCATIONAL EDUCATION TEACHERS; *BEHAVIORAL OBJECTIVES; SEQUENTIAL LEARNING; LEARNING ACTIVITIES; STUDY GUIDES

ABSTRACT - THIS MODULE, PART OF A VOCATIONAL TEACHER EDUCATION CURRICULUM UNIT, IS DESIGNED TO HELP THE VOCATIONAL EDUCATION ACQUIRE A COMPETENCY IN SEQUENCING STUDENT PERFORMANCE OBJECTIVES FOR VOCATIONAL COURSES. THE MODULE CONTAINS THREE LEARNING EXPERIENCES, EACH WITH OBJECTIVES, ACTIVITIES, AND OUTCOMES STATED IN BEHAVIORAL TERMS. A SUPPLEMENTARY SECTION INCLUDES CHECKLISTS, INFORMATION SHEETS, SAMPLE STUDENT PERFORMANCE OBJECTIVES, AND OTHER MATERIAL RELATED TO THE LEARNING EXPERIENCES. (NJ)

VT 102 100
THE CAREER PLAN PROCESS. A CURRICULUM MODEL FOR ORIENTATION TO THE INDUSTRIAL RELATED OCCUPATIONS FOR GRADES NINE AND TEN.

SOUTHERN ILLINOIS UNIV., CARBONDALE. DEPT. OF OCCUPATIONAL EDUCATION.
ILLINOIS STATE OFFICE OF THE SUPERINTENDENT OF PUBLIC INSTRUCTION, SPRINGFIELD. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
DOCUMENT NOT AVAILABLE IN MF OR HC.
PUB DATE - 73 141P.

DESCRIPTORS - GRADE 9; GRADE 10; *INSTRUCTIONAL MATERIALS; *CURRICULUM DEVELOPMENT; CURRICULUM RESEARCH; TEACHING GUIDES; CAREER EDUCATION; *INDUSTRIAL ARTS
IDENTIFIERS - CAREER ORIENTATION; CAREER EXPLORATION

ABSTRACT - THIS DOCUMENT, WHOSE PAGES ARE NOT NUMBERED, REPORTS THAT THE CULMINATION OF THE INDUSTRIAL CLUSTER'S 12-MONTH RESEARCH GRANT WAS THE CAREER PLAN PROCESS MODEL. THIS PROCESS ORIENTED MODEL IS A VEHICLE TO FACILITATE OCCUPATIONAL ORIENTATION AND EXPLORATION AND CONSISTS OF A SELF-DIRECTED EXPLORATION OF A WIDE RANGE OF INDUSTRIAL OCCUPATIONS. THIS DOCUMENT PRESENTS INFORMATION ABOUT THE PROJECT, INCLUDING PROGRAM NARRATIVE, TIME TABLE, PARTICIPANTS, AND RESOURCE PERSONS. EVALUATIVE DATA AND THE RESEARCH BASE ARE ALSO PRESENTED. THE MATERIALS DEVELOPED SECTION BEGINS WITH A CAREER PLANNING GUIDE FOR INDUSTRIAL RELATED OCCUPATIONS AT THE GRADE 9 LEVEL. (LJ)

VT 102 105
PARADY, W. HAROLD; COLVIN, THOMAS S.
FUELS AND LUBRICANTS. SELECTING AND STORING.

AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS, GA.
DOCUMENT NOT AVAILABLE IN MF OR HC. AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ENGINEERING CENTER, ATHENS, GA. 30602.
PUB DATE - JUL73 57P.

DESCRIPTORS - *MANUALS; *FUELS; *EQUIPMENT MAINTENANCE; *LUBRICANTS; MACHINE REPAIRMEN; MECHANICAL EQUIPMENT; AUTO MECHANICS (OCCUPATION); FARM MECHANICS (OCCUPATION)

ABSTRACT - THIS MANUAL PRESENTS BASIC INFORMATION FOR THE PERSON WHO PLANS TO OPERATE OR SERVICE TRACTORS, TRUCKS, INDUSTRIAL ENGINES, AND AUTOMOBILES. IT TELLS HOW TO SELECT THE PROPER FUELS AND

LUBRICANTS AND HOW TO STORE THEM PROPERLY. ALTHOUGH THERE ARE NO PREREQUISITES TO THE STUDY OF THIS TEXT, A GENERAL KNOWLEDGE OF ENGINES AND MOBILE-TYPE VEHICLES IS HELPFUL. (AUTHOR/NJ)

VT 102 107
TURNER, J. HOWARD; SMITH, GEORGE W.
BUILDING FENCES.

AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS, GA.
DOCUMENT NOT AVAILABLE IN MF OR HC.
AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ENGINEERING CENTER, ATHENS, GA. 30602.
PUB DATE - 74 100P.

DESCRIPTORS - *CONSTRUCTION (PROCESS); *MANUALS; INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; STUDY GUIDES; ADULT FARMER EDUCATION
IDENTIFIERS - *FENCE BUILDING

ABSTRACT - THE OBJECTIVE OF THIS MANUAL IS TO HELP THE STUDENT BECOME PROFICIENT IN THE SKILLS REQUIRED IN THE BUILDING OF FENCES. THE PROCEDURAL STEPS ARE ILLUSTRATED AND THE BOOK IS DEVELOPED INTO A SELF-STUDY UNIT. BY FOLLOWING THE STEPS, THE STUDENT CAN PERFORM THE VARIOUS TASKS WITH A MINIMUM OF ASSISTANCE FROM THE TEACHER. (AUTHOR/NJ)

VT 102 204
BEAUTY CARE AND COSMETOLOGY.

SYRACUSE CITY SCHOOL DISTRICT, N.Y.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 3.
PUB DATE - ND 70P.; RELATED DOCUMENTS VT 102 201 THROUGH VT 102 204 IN THIS ISSUE.

DESCRIPTORS - *GRADE 6; *OCCUPATIONAL INFORMATION; *COSMETOLOGY; *CAREER EDUCATION; PRETESTING; POST TESTING; WORKSHEETS

ABSTRACT - PRETESTS AND POST TESTS ON CAREERS IN BEAUTY CARE AND COSMETOLOGY ARE PRESENTED AS PART OF THE SYRACUSE (NEW YORK) CITY SCHOOL DISTRICT'S GUIDED OCCUPATIONAL ORIENTATION PROGRAM. THREE BOOKLETS ARE INCLUDED FOR GRADE 6 INSTRUCTIONAL LEVELS: A BLUE BOOKLET FOR BELOW GRADE LEVEL PUPILS, YELLOW FOR AVERAGE, AND PINK FOR ABOVE AVERAGE LEVEL. ALL THREE LEVELS CONTAIN LEARNING ACTIVITIES TAILORED FOR THE LEARNER AT EACH LEVEL. LEARNING ACTIVITY TOPICS INCLUDE NATURE OF WORK, REQUIREMENTS, CONDITIONS OF WORK, AND ADVANTAGES (FOR THE JOB). (MF)

VT 102 208
THE CAMDEN HIGH SCHOOL VOCATIONAL INTERDISCIPLINARY PROGRAM.

CAMDEN HIGH SCHOOL, S.C.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 3.
OEC-0-70-5190(361)
PUB DATE - JUN71 155P.; RELATED DOCUMENTS VT 102 208 THROUGH VT 102 210 IN THIS ISSUE.

DESCRIPTORS - *GRADE 11; *INTERDISCIPLINARY APPROACH; *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; HIGH SCHOOLS; *MACHINE TOOLS; TEACHING GUIDES; MECHANICS (PROCESS)

ABSTRACT - THIS DOCUMENT PRESENTS MATERIAL TO BE USED IN A MACHINE TECHNOLOGY PROGRAM AT THE GRADE 11 LEVEL. INTENDED AS AN INTERDISCIPLINARY APPROACH, THIS COURSE IS ORGANIZED BY THE FOUR AREAS OF LABORATORY, SCIENCE, MATHEMATICS, AND COMMUNICATIONS FOR EACH SUBSTANTIVE AREA. THE FIRST PART OF THE DOCUMENT GIVES INFORMATION INCLUDING OBJECTIVES AND PRETESTS AND POSTTESTS FOR EACH OF THE NINE UNITS PLUS AN ORIENTATION. THE SECOND PART OF THE DOCUMENT PRESENTS ORIENTATION MATERIAL FOR THE NINE UNITS OF MACHINE TECHNOLOGY, MEASUREMENT, INTERPRETATION OF DRAWINGS AND SYMBOLS, DRILLING, LATHES, MILLING

MACHINE, SAWS, THE SHAPER, AND CHARACTERISTICS OF METALS. (LJ)

VT 102 209
THE CHESTERFIELD HIGH SCHOOL VOCATIONAL INTERDISCIPLINARY PROGRAM.

CHESTERFIELD HIGH SCHOOL, S.C.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 3.
OEC-0-70-5190(361)
PUB DATE - JUN71 85P.; RELATED DOCUMENTS VT 102 208 THROUGH VT 102 210 IN THIS ISSUE.

DESCRIPTORS - *GRADE 11; HIGH SCHOOLS; *INTERDISCIPLINARY APPROACH; *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ELECTRICAL OCCUPATIONS; *ELECTRONICS

ABSTRACT - THIS DOCUMENT CONTAINS 10 UNITS FOR A GRADE 11 PROGRAM IN ELECTRONICS. THE UNITS ARE ORGANIZED UNDER THE FOUR HEADINGS OF LABORATORY, SCIENCE, MATHEMATICS, AND COMMUNICATIONS. EACH UNIT CONTAINS OBJECTIVES, PRETEST AND POSTTEST MATERIALS, CONTENT, METHODOLOGY, AND STUDENT LEARNING ACTIVITIES. THE UNIT TOPICS ARE ORIENTATION, HAND TOOLS AND SOLDERING, MEASUREMENT OF ELECTRICITY, SOURCES OF ELECTRICITY, MAGNETISM, TRANSFORMERS, ELECTRICAL CIRCUITS, INTRODUCTION TO BASIC ELECTRICAL COMPONENTS, AND ELECTRONIC CIRCUITS. EXTRA UNITS ON GRAMMAR AND USAGE AND APPLIANCE REPAIR ARE ALSO INCLUDED. SUPPLEMENTARY MATERIALS LISTED IN THE TABLE OF CONTENTS HAVE NOT BEEN INCLUDED WITH THE DOCUMENT. (LJ)

VT 102 210
THE FAIRFIELD HIGH SCHOOL VOCATIONAL INTERDISCIPLINARY PROGRAM.

FAIRFIELD HIGH SCHOOL, WINNSBORO, S.C.
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 3.
OEC-0-70-5190(361)
PUB DATE - JUN71 74P.; RELATED DOCUMENTS VT 102 208 THROUGH VT 102 210 IN THIS ISSUE.

DESCRIPTORS - *GRADE 11; *TRADE AND INDUSTRIAL EDUCATION; HIGH SCHOOLS; *CURRICULUM GUIDES; *ELECTRONICS; ELECTRICAL OCCUPATIONS; *INTERDISCIPLINARY APPROACH

ABSTRACT - THIS DOCUMENT PRESENTS A COURSE IN ELECTRONICS FOR GRADE 11 STUDENTS. THE 11 UNITS ARE ORGANIZED UNDER THE MAJOR HEADINGS OF LABORATORY, SCIENCE, MATHEMATICS, AND COMMUNICATIONS. EACH UNIT CONTAINS OBJECTIVES, AN OUTLINE OF THE CONTENT, AND LEARNING ACTIVITIES. THE UNITS COVER THE SUBJECTS OF ORIENTATION AND INTRODUCTION, LABORATORY SAFETY PROCEDURES AND TECHNIQUES, FUNDAMENTALS OF ELECTRICITY, SIMPLE CURRENTS, MAGNETISM, METERS, ALTERNATING CURRENT FUNDAMENTALS, LAWS AND PROPERTIES OF INDUCTORS, LAWS AND PROPERTIES OF CAPACITATORS, TUNED CIRCUITS, AND POWER SUPPLIERS. (LJ)

VT 102 212
STATIONARY ENGINEERING ENVIRONMENTAL CONTROL REFRIGERATION. SCIENCE I - TEACHERS GUIDE.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.; BERGEN COUNTY VOCATIONAL-TECHNICAL HIGH SCHOOL, HACKENSACK, N.J.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 3.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS - THE STATE UNIVERSITY, BUILDING 4103 - KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903. ($2.00 EA.)
PUB DATE - ND 132P.;

RELATED DOCUMENT VT 102 213 IN THIS ISSUE.

DESCRIPTORS - HIGH SCHOOLS; POST SECONDARY EDUCATION; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *REFRIGERATION MECHANICS; SCIENCE CURRICULUM; *TECHNICAL OCCUPATIONS; *OPERATING ENGINEERING

ABSTRACT - THIS DOCUMENT PRESENTS LESSONS FOR TEACHING ABOUT OCCUPATIONS RELATED TO ENVIRONMENTAL CONTROL, STATIONARY ENGINEERING, AND REFRIGERATION. INTENDED FOR USE WITH THE ASSIGNMENTS IN THE RELATED SCIENCE MANUAL FOR STUDENTS (VT 102 213 IN THIS ISSUE), EACH UNIT PROVIDES THE TEACHER WITH OBJECTIVES, A LIST OF AIDS NEEDED, PROCEDURES, A SUMMARY, AND TESTING QUESTIONS. THERE ARE 18 AVAILABLE UNITS FROM WHICH TO CHOOSE AND EACH LESSON INVOLVES CONCRETE TRADE EXPERIENCE WHERE SCIENCE IS APPLIED. (LJ)

VT 102 213
STEINGRESS, FREDERICK M.; AND OTHERS
STATIONARY ENGINEERING
ENVIRONMENTAL CONTROL
REFRIGERATION. SCIENCE MANUAL I.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.; BERGEN COUNTY VOCATIONAL-TECHNICAL HIGH SCHOOL, HACKENSACK, N.J. NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 3.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS - THE STATE UNIVERSITY, BUILDING 4103 - KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903. ($3.00 EA.)
PUB DATE - APR75 327P.; RELATED DOCUMENT VT 102 212 IN THIS ISSUE.

DESCRIPTORS - HIGH SCHOOLS; POST SECONDARY EDUCATION; *INSTRUCTIONAL MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *REFRIGERATION MECHANICS; SCIENCE CURRICULUM; *TECHNICAL OCCUPATIONS; *OPERATING ENGINEERING

ABSTRACT - THESE STUDENT MATERIALS PRESENT LESSONS ABOUT OCCUPATIONS RELATED TO ENVIRONMENTAL CONTROL, STATIONARY ENGINEERING, AND REFRIGERATION. INCLUDED ARE 18 UNITS ORGANIZED BY OBJECTIVE, INFORMATION, REFERENCE, PROCEDURE, AND ASSIGNMENT. EACH LESSON INVOLVES CONCRETE TRADE EXPERIENCE WHERE SCIENCE IS APPLIED. (LJ)

VT 102 234
LEE, JASPER S., COMP.
FOOD PRESERVATION MANUAL. A GUIDE FOR SCHOOL-COMMUNITY CANNERIES IN VIRGINIA.

VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG. DIV. OF VOCATIONAL-TECHNICAL EDUCATION. VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND. AGRICULTURAL EDUCATION SERVICE.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 3.
PUB DATE - 75 118P.

DESCRIPTORS - *FOOD PROCESSING OCCUPATIONS; *NUTRITION INSTRUCTION; *INSTRUCTIONAL MATERIALS; VOCATIONAL AGRICULTURE TEACHERS; *PRESERVATION; FOOD; SCHOOL COMMUNITY COOPERATION
IDENTIFIERS - VIRGINIA; *CANNING

ABSTRACT - THIS GUIDE DETAILS THE OPERATIONS FOR THE PROPER PROCESSING OF FOOD IN SCHOOL-COMMUNITY CANNERIES IN VIRGINIA. BECAUSE DAY-TO-DAY OPERATION OF THE CANNERIES IS OFTEN UNDER THE DIRECTION OF A LAY INSTRUCTOR AND ASSISTANTS, THE TERMINOLOGY HAS BEEN SIMPLIFIED TO REQUIRE ONLY A MINIMUM OF FORMAL INSTRUCTION IN FOOD SCIENCE. THE THREE SECTIONS OF THE GUIDE PRESENT A SUMMARY OF FUNDAMENTAL CONSIDERATIONS IN FOOD PRESERVATION AND CANNERY OPERATION, DETAILED PROCEDURES FOR CANNING SPECIFIC FOOD PRODUCTS, AND A VARIETY OF LESSON PLANS AND INSTRUCTIONAL MATERIALS FOR USE BY THE INSTRUCTOR IN TEACHING NUTRITION AND FOOD PRESERVATION. AN AVAILABILITY SOURCE LIST OF FOOD

PRESERVATION INSTRUCTIONAL MATERIALS IS APPENDED. (AUTHOR/KJ)

VT 102 235
POWELL, LARRY E.
PAINTS AND PRESERVATIVES. CURRICULUM MATERIALS FOR AGRICULTURE EDUCATION.

VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG. DIV. OF VOCATIONAL-TECHNICAL EDUCATION.
VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND. AGRICULTURAL EDUCATION SERVICE.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 3.
PUB DATE - 75 79P.

DESCRIPTORS - *CURRICULUM GUIDES; INSTRUCTIONAL MATERIALS; *AGRICULTURAL ENGINEERING; *VOCATIONAL AGRICULTURE; EQUIPMENT UTILIZATION; JOB SKILLS; *PAINTING; PRESERVATION; BUILDING TRADES

ABSTRACT - THIS CURRICULUM MATERIAL, FOR USE BY VOCATIONAL AGRICULTURE TEACHERS, PRESENTS TEACHING OUTLINES ON PROBLEM AREAS CONCERNING PAINTS AND PRESERVATIVES. TEACHER AND STUDENT OBJECTIVES AND ACTIVITIES ARE SET FORTH WITH AN OVERALL EVALUATION FORM TO GUAGE STUDENT PROGRESS. TECHNICAL INFORMATION IS PROVIDED AS AN AID TO THE INSTRUCTOR AND A LIST OF REFERENCES AND GLOSSARY OF TERMS FOR TEACHER AND STUDENT USE IS INCLUDED. FOURTEEN PAGES OF TRANSPARENCY MASTERS ARE PROVIDED TO ASSIST WITH THE INSTRUCTION OF OPERATING AND USING POWER SPRAY PAINTING EQUIPMENT. (AUTHOR/KJ)

VT 102 325
DEVELOPMENT OF PRE-POSTSECONDARY EDUCATION PROGRAMS IN ENGINEERING AND HEALTH OCCUPATIONS FOR HIGH SCHOOL STUDENTS IN GRADES 11 AND 12.

AKRON CITY SCHOOL DISTRICT, OHIO.
OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 3.
PUB DATE - ND 76P.

DESCRIPTORS - *CURRICULUM GUIDES; *CAREER EDUCATION; VOCATIONAL EDUCATION; GRADE 11; GRADE 12; *HEALTH OCCUPATIONS EDUCATION; *ENGINEERING EDUCATION; PROGRAM DESCRIPTIONS; LEARNING ACTIVITIES

ABSTRACT - A PROGRAM OF PRE-POSTSECONDARY INSTRUCTION IN ENGINEERING AND HEALTH OCCUPATIONS FOR GRADES 11 AND 12 WAS DEVELOPED AND IMPLEMENTED AT FIRESTONE HIGH SCHOOL FROM JUNE 1974 TO JULY 1975. IT WAS DESIGNED TO BE COMPATIBLE WITH HIGH SCHOOL GRADUATION REQUIREMENTS AND OFFER EXPERIENCES RELATED TO POSTSECONDARY EDUCATION THAT WOULD LEAD TO A PARAPROFESSIONAL OR PROFESSIONAL GOAL. THE MAIN FEATURES OF THE PROGRAM WERE THE "HANDS-ON" EXPERIENCES, CAREER PLANNING, AND A BROAD EDUCATIONAL FOUNDATION BASED ON THE STUDENT'S CAREER OBJECTIVES. THE ACTIVITIES WERE DESIGNED TO PROVIDE THE STUDENTS WITH AN UNDERSTANDING OF CAREERS RELATED TO THE PROGRAM OFFERING, TO INTRODUCE THEM TO THE PERSONAL AND EDUCATIONAL REQUIREMENTS OF THEIR CHOICES, AND TO PROMOTE UNDERSTANDING AND ACCEPTANCE OF THEIR ABILITIES AND APTITUDES IN LIGHT OF FUTURE OCCUPATIONAL ASPIRATIONS. FIELD EXPERIENCE COMPRISED A LARGE PART OF THE CURRICULUM. AN APPENDIX CONTAINS THE LEARNING ACTIVITIES DEVELOPED BY THE PROJECT. (AUTHOR/NJ)

VT 102 344
METRIC EDUCATION. AN ANNOTATED BIBLIOGRAPHY FOR VOCATIONAL, TECHNICAL AND ADULT EDUCATION. BIBLIOGRAPHY SERIES NO. 26.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL EDUCATION.
BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 3.
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#BB26, $10.00 EA.)
PUB DATE - 74 156P.; RELATED DOCUMENT VT 102 227 IN THIS ISSUE.

DESCRIPTORS - *ANNOTATED BIBLIOGRAPHIES; *METRIC SYSTEM; *VOCATIONAL EDUCATION; *REFERENCE MATERIALS

ABSTRACT - THIS ANNOTATED BIBLIOGRAPHY IS DESIGNED TO ASSIST VOCATIONAL, TECHNICAL, AND ADULT EDUCATION TEACHERS AND OTHERS LOCATE AVAILABLE MATERIALS ON METRIC EDUCATION. EACH CITED ITEM IS AVAILABLE FROM A SUPPLIER OR AN INFORMATION SYSTEM. IT IS ORGANIZED INTO THREE SECTIONS: INSTRUCTIONAL MATERIALS, REFERENCE MATERIALS AND RESOURCE LISTS. THE INSTRUCTIONAL MATERIALS SECTION IS ORGANIZED BY MATERIAL TYPE: INSTRUCTOR GUIDES, STUDENT MATERIALS, AND AUDIO-VISUAL MATERIALS. EACH CITATION PROVIDES INFORMATION ON POSSIBLE USE; FOR EXAMPLE, EDUCATIONAL LEVEL INDICATED IN PARENTHESIS AT THE END OF EACH CITATION AND CONTENT INDICATED IN THE ANNOTATION. INCLUDED IN THE REFERENCE MATERIALS SECTION ARE ITEMS ON GENERAL METRICATION, IMPACT ON EDUCATION, METRICATION OF BUSINESS AND INDUSTRY, IMPACT ON CONSUMERS, INTERNATIONAL SYSTEM OF UNITS (SI), CONVERTING FROM CUSTOMARY TO METRIC UNITS, NATIONAL AND INTERNATIONAL STANDARDS, AND BIBLIOGRAPHIES. THE LISTS OF RESOURCES IN SECTION THREE ARE DESIGNED TO HELP THE USER LOCATE ORGANIZATIONS, PUBLISHERS, SUPPLIERS, AND RESOURCE PERSONS WHO MAY BE HELPFUL IN DEVELOPING OR SELECTING CURRICULUM MATERIALS. NAMES, ADDRESSES, AND AVAILABLE MATERIALS AND SERVICES ARE GIVEN. (AUTHOR/NJ)

VT 102 348
POWERS, THOMAS F.; SWINTON, JOHN R.
PARAMETERS OF THE FUTURE FOOD SERVICE WORLD OF WORK. A REPORT.

PENNSYLVANIA STATE UNIV., UNIVERSITY PARK. FOOD SERVICE AND HOUSING ADMINISTRATION.
PENNSYLVANIA RESEARCH COORDINATING UNIT FOR VOCATIONAL EDUCATION, HARRISBURG.
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 3.
PUB DATE - 30JUN75 639P.

DESCRIPTORS - *FOOD SERVICE INDUSTRY; *RESEARCH REVIEWS (PUBLICATIONS); *REFERENCE BOOKS; STATE OF THE ART REVIEWS; *ECONOMIC FACTORS; NUTRITION; *POPULATION TRENDS; FUTURES (OF SOCIETY)

ABSTRACT - THIS DOCUMENT IS A STUDY OF THE FOOD SERVICE INDUSTRY INTENDED FOR USE AS A REFERENCE BY FOOD SERVICE TEACHERS AND CURRICULUM PLANNERS. THE PURPOSE OF THE STUDY IS TO MAP THE ECONOMIC AND TECHNOLOGICAL TERRITORY OF THE INDUSTRY, TO IDENTIFY THE DYNAMICS SHAPING THE INDUSTRY TODAY, AND TO CONSIDER QUESTIONS CRUCIAL TO AN ORDERLY CONSIDERATION OF THE FUTURE. IN THE SECTION ON INDUSTRY DYNAMICS, A PRINCIPAL FOCUS OF CONCERN IS ON LABOR COST AND SUPPLY AND ON THE PRODUCTIVITY OF LABOR. OTHER MAJOR TOPICS ARE FOOD PROCESSING EQUIPMENT AND METHODS, NUTRITION, AND ECONOMIC TRENDS. THE EFFECTS OF DEMOGRAPHY AND MIGRATION ON THE DEMAND FOR FOOD SERVICE ARE ALSO CONSIDERED. BIBLIOGRAPHIC ESSAYS PLACE THE MAIN POINTS OF THE SOURCE MATERIALS INTO AN OVERVIEW CONTEXT IN NARRATIVE AND SEQUENTIAL FORM. BIBLIOGRAPHIES FOLLOW EACH SECTION. (AUTHOR/NJ)

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VT 018 455	ED 083 481	111, 112
VT 018 461	ED 083 481	112-115
*VT 018 485	ED 070 901	
*VT 018 515	ED 072 197	
VT 018 564	ED 083 481	122-127
*VT 018 597	ED 073 247	
*VT 018 697	ED 072 244	
*VT 018 698	ED 072 245	
*VT 018 699	ED 072 246	
VT 018 720	ED 083 481	127, 128
*VT 018 730	ED 072 248	

VT NUMBER	ED NUMBER	MICROFICHE SHEET
*VT 018 787	ED 073 258	
*VT 018 805	ED 072 299	
*VT 018 890	ED 073 272	
VT 018 944	ED 083 481	135, 136
VT 019 038	ED 083 481	136, 137
VT 019 074	ED 083 481	141-144
VT 019 123	ED 083 481	146
VT 019 135	ED 083 481	146-148
VT 019 167	ED 083 481	155
VT 019 175	ED 083 481	157, 158
VT 019 237	ED 083 481	180, 181
VT 019 239	ED 083 481	181-183
VT 019 293	ED 083 481	183-185
VT 019 313	ED 083 481	191-193
VT 019 330	ED 083 481	193, 194
VT 019 337	ED 083 481	195
VT 019 341	ED 083 481	195, 196
VT 019 372	ED 083 481	196, 197
VT 019 388	ED 083 481	200
VT 019 393	ED 083 481	203, 204
VT 019 394	ED 083 481	204, 205
VT 019 395	ED 083 481	205-207
VT 019 396	ED 083 481	207, 208
#VT 019 542		
#VT 019 543		
VT 019 874	ED 083 481	234
VT 020 078	ED 083 481	236-239
VT 020 273	ED 083 481	240
#VT 020 476		
VT 020 480	ED 083 481	240, 241
VT 020 482	ED 083 481	242
#VT 020 490		
VT 020 507	ED 083 481	245-247
VT 020 508	ED 083 481	247, 248
VT 020 509	ED 083 481	249-251
VT 020 510	ED 083 481	251-253
VT 020 511	ED 083 481	253-255
VT 020 512	ED 083 481	255-259
VT 020 513	ED 083 481	259-261
VT 020 552	ED 083 481	261, 262
VT 020 616	ED 083 481	262-266
VT 020 638	ED 083 481	266-268
VT 020 660	ED 083 481	268
VT 100 001	ED 094 269	2
VT 100 013	ED 094 269	12
VT 100 019	ED 094 269	15
VT 100 030	ED 094 269	23
VT 100 035	ED 094 269	29

VT NUMBER	ED NUMBER	MICROFICHE SHEET
VT 100 036	ED 094 269	31
VT 100 039	ED 094 269	35
VT 100 040	ED 094 269	36
VT 100 041	ED 094 269	36
VT 100 042	ED 094 269	38
VT 100 047	ED 094 269	44
VT 100 052	ED 094 269	52
VT 100 053	ED 094 269	58
VT 100 054	ED 094 269	59
VT 100 056	ED 094 269	61
VT 100 057	ED 094 269	63
VT 100 058	ED 094 269	65
VT 100 063	ED 094 269	67
VT 100 068	ED 094 269	72
VT 100 070	ED 094 269	74
VT 100 078	ED 094 269	79
VT 100 079	ED 094 269	80
VT 100 081	ED 094 269	82
VT 100 089	ED 094 269	86
VT 100 090	ED 094 269	88
VT 100 102	ED 094 269	98
VT 100 113	ED 094 269	109
#VT 100 142		
#VT 100 143		
#VT 100 147		
VT 100 202	ED 094 270	2
VT 100 203	ED 094 270	4
VT 100 205	ED 094 270	5
VT 100 208	ED 094 270	7
VT 100 213	ED 094 270	9
VT 100 214	ED 094 270	9
VT 100 215	ED 094 270	9
VT 100 218	ED 094 270	13
VT 100 220	ED 094 270	15
VT 100 221	ED 094 270	16
VT 100 225	ED 094 270	21
VT 100 228	ED 094 270	24
VT 100 240	ED 094 270	43
VT 100 241	ED 094 270	44
VT 100 246	ED 094 270	48
VT 100 251	ED 094 270	51
VT 100 253	ED 094 270	54
VT 100 258	ED 094 270	57
VT 100 259	ED 094 270	58
VT 100 260	ED 094 270	59
VT 100 274	ED 094 270	71
VT 100 290	ED 094 270	91
VT 100 295	ED 094 270	95

VT NUMBER	ED NUMBER	MICROFICHE SHEET
VT 100 300	ED 094 270	102
VT 100 304	ED 094 270	103
#VT 100 305		
#VT 100 310		
#VT 100 312		
#VT 100 313		
VT 100 402	ED 094 271	2
VT 100 404	ED 094 271	4
VT 100 405	ED 094 271	5
VT 100 406	ED 094 271	5
VT 100 407	ED 094 271	6
VT 100 408	ED 094 271	6
VT 100 409	ED 094 271	6
VT 100 410	ED 094 271	7
VT 100 411	ED 094 271	8
VT 100 412	ED 094 271	9
VT 100 413	ED 094 271	11
VT 100 418	ED 094 271	14
VT 100 420	ED 094 271	15
VT 100 438	ED 094 271	36
VT 100 440	ED 094 271	37
VT 100 441	ED 094 271	37
VT 100 442	ED 094 271	38
VT 100 443	ED 094 271	38
VT 100 450	ED 094 271	47
VT 100 458	ED 094 271	53
VT 100 459	ED 094 271	54
VT 100 460	ED 094 271	54
VT 100 496	ED 094 271	82
#VT 100 509		
#VT 100 511		
#VT 100 512		
#VT 100 513		
VT 100 623	ED 094 272	30
VT 100 631	ED 094 272	43
VT 100 632	ED 094 272	43
VT 100 633	ED 094 272	44
VT 100 634	ED 094 272	45
VT 100 636	ED 094 272	47
VT 100 637	ED 094 272	49
VT 100 644	ED 094 272	54
VT 100 668	ED 094 272	64
VT 100 670	ED 094 272	67
VT 100 673	ED 094 272	69
VT 100 676	ED 094 272	77
VT 100 677	ED 094 272	79
VT 100 678	ED 094 272	80
#VT 100 690		

VT NUMBER	ED NUMBER	MICROFICHE SHEET
#VT 100 692		
#VT 100 696		
#VT 100 698		
#VT 100 700		
VT 100 801	ED 095 434	2
VT 100 820	ED 095 434	30
VT 100 822	ED 095 434	35
VT 100 840	ED 095 434	71
VT 100 843	ED 095 434	74
VT 100 845	ED 095 434	75
VT 100 846	ED 095 434	76
VT 100 848	ED 095 434	77
VT 100 849	ED 095 434	77
VT 100 850	ED 095 434	79
VT 100 867	ED 095 434	89
VT 100 879	ED 095 434	96
VT 100 909	ED 095 434	135
VT 100 910	ED 095 434	136
VT 100 911	ED 095 434	137
VT 100 912	ED 095 434	137
VT 100 913	ED 095 434	138
VT 100 914	ED 095 434	138
VT 100 916	ED 095 434	139
VT 100 917	ED 095 434	139
VT 101 001	ED 096 554	2
VT 101 004	ED 096 554	4
VT 101 005	ED 096 554	9
VT 101 017	ED 096 554	34
VT 101 030	ED 096 554	41
VT 101 040	ED 096 554	56
VT 101 042	ED 096 554	56
VT 101 045	ED 096 554	65
#VT 101 055		
#VT 101 056		
#VT 101 062		
VT 101 201	ED 101 219	2
VT 101 210	ED 101 219	23
VT 101 214	ED 101 219	27
VT 101 217	ED 101 219	31
VT 101 226	ED 101 219	40
VT 101 227	ED 101 219	41
VT 101 232	ED 101 219	48
VT 101 233	ED 101 219	49
VT 101 234	ED 101 219	50
VT 101 239	ED 101 219	53
VT 101 245	ED 101 219	58
VT 101 246	ED 101 219	58
VT 101 247	ED 101 219	61
VT 101 250	ED 101 219	65
VT 101 261	ED 101 219	78
VT 101 270	ED 101 219	92
VT 101 289	ED 101 219	116
VT 101 292	ED 101 219	125
VT 101 295	ED 101 219	152
#VT 101 299		
#VT 101 300		
VT 101 413	ED 103 724	18
VT 101 414	ED 103 724	19
VT 101 416	ED 103 724	21
VT 101 443	ED 103 724	38
VT 101 444	ED 103 724	40
VT 101 445	ED 103 724	41
VT 101 446	ED 103 724	41
VT 101 452	ED 103 724	47
VT 101 455	ED 103 724	49
VT 101 465	ED 103 724	77
VT 101 467	ED 103 724	79
VT 101 469	ED 103 724	80
VT 101 472	ED 103 724	84
VT 101 476	ED 103 724	97
VT 101 487	ED 103 724	117
VT 101 488	ED 103 724	118
#VT 101 493		
#VT 101 494		
VT 101 602	ED 108 003	3
VT 101 603	ED 108 003	4
VT 101 606	ED 108 003	11
VT 101 614	ED 108 003	25
VT 101 615	ED 108 003	26
VT 101 616	ED 108 003	30
VT 101 618	ED 108 003	35
VT 101 619	ED 108 003	37
VT 101 620	ED 108 003	38
VT 101 621	ED 108 003	39
VT 101 622	ED 108 003	41
VT 101 831	ED 109 512	40
VT 101 838	ED 109 512	47
VT 101 839	ED 109 512	49
VT 101 840	ED 109 512	52
VT 101 841	ED 109 512	53
VT 101 842	ED 109 512	54
VT 101 843	ED 109 512	54
VT 101 844	ED 109 512	56
VT 101 845	ED 109 512	57
VT 101 847	ED 109 512	60
VT 101 850	ED 109 512	62

VT NUMBER	ED NUMBER	MICROFICHE SHEET	VT NUMBER	ED NUMBER	MICROFICHE SHEET
VT 101 851	ED 109 512	64			
VT 101 852	ED 109 512	65			
VT 101 853	ED 109 512	66			
VT 101 855	ED 109 512	70			
VT 101 856	ED 109 512	71			
VT 101 857	ED 109 512	72			
VT 101 858	ED 109 512	72			
VT 101 859	ED 109 512	73			
VT 101 869	ED 109 512	82			
*VT 101 974	ED 112 182				
*VT 102 001	ED 112 214				
VT 102 004	ED 114 719				
*VT 102 008	ED 112 217				
*VT 102 009	ED 112 216				
*VT 102 026	ED 112 231				
*VT 102 038	ED 112 242				
*VT 102 044	ED 112 244				
*VT 102 064	ED 112 260				
*VT 102 067	ED 112 262				
*VT 102 073	ED 107 983				
*VT 102 076	ED 110 736				
*VT 102 077	ED 110 737				
VT 102 079	ED 114 719				
*VT 102 080	ED 112 266				
*VT 102 081	ED 113 558				
*VT 102 082	ED 113 559				
*VT 102 083	ED 113 560				
*VT 102 084	ED 113 561				
#VT 102 100					
#VT 102 105					
#VT 102 107					
VT 102 204	CE 006 679 (ED No. not yet available)				
VT 102 208	CE 006 679 (ED No. not yet available)				
VT 102 209	CE 006 679 (ED No. not yet available)				
VT 102 210	CE 006 679 (ED No. not yet available)				
*VT 102 212	ED 114 681				
*VT 102 213	ED 114 682				
*VT 102 234	ED 112 008				
*VT 102 235	ED 112 007				
*VT 102 325	CE 005 836 (ED No. not yet available)				
*VT 102 344	CE 005 848 (ED No. not yet available)				
*VT 102 348	CE 005 851 (ED No. not yet available)				